

Central Montcalm Public School
 Board of Education
 June 20, 2016

The regular meeting of the Board of Education was called to order by President Simpson in the High School Media Center on June 20, 2016 at 7:00 p.m.

Present: Bill Simpson, Jim Rogers, Todd Giles, and Brennan Bowen.

Absent: Mark Grossbauer, Brandy Ryan and Bill Collins.

The special meeting minutes of May 2, 2016 and the regular meeting minutes of May 16, 2015, were approved. The Treasurer’s Report for May 31, 2016 was accepted as presented. Motion by Giles, supported by Bowen, to ratify the payment of General Fund and Debt Retirement bills from May 13 to June 15, 2016, in the amount of \$857,259.84. Those in favor 4, opposed 0. Motion carried.

President Simpson opened the hearing for “Truth in Taxation.” Mrs. Weese shared that the district intended to levy the full 18 mills, and has said appropriated funds in the proposed 2016-2017 budget. No comments were received from the public.

Superintendent Meinhardt shared that summer preventative maintenance was underway, together with any regular facilities repairs. The administration will be at COMMIT conference beginning June 22nd for three days. No comments were received from the public.

Finance Director Weese reported on the adjustments and changes to the current year budget, most being positive changes.

Motion by Rogers, supported by Giles, that this resolution shall amend the general education appropriations of Central Montcalm Public School for the Fiscal Year **2015-2016**, an act to amend appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public School.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available in the general education fund of the school district for Fiscal Year **2015-2016** are amended as follows:

	<u>Original</u>	<u>Amended</u>	<u>Change</u>
Revenues:			
Local Sources	1,722,500	1,797,079	74,579
State Sources	12,469,063	13,236,907	767,844
Federal Sources	603,718	602,273	(1,445)
Other Finance Sources	225,000	270,600	45,600
Total Revenue	<u>15,020,281</u>	<u>15,906,859</u>	<u>886,578</u>
Fund Balances - June 30, 2015:			
Non-Spendable	11	11	-
Restricted			-
Committed			-
Assigned			-
Unassigned	<u>2,049,589</u>	<u>2,049,589</u>	-
Fund Balance Available to Appropriate	<u>2,049,589</u>	<u>2,049,589</u>	-
Total Available to Appropriate	<u><u>17,069,870</u></u>	<u><u>17,956,448</u></u>	<u><u>886,578</u></u>

Be it further resolved that \$15,487,117 of the total available to appropriate in the general education fund is hereby appropriated by amendment in the amounts and for the purposes set forth below:

Expenditures

Instruction - Basic Programs	7,439,181	7,446,356	7,175
Instruction - Added Needs	2,260,570	2,143,409	(117,161)
Support - Pupil	588,135	676,153	88,018
Support - Instruction Staff	616,882	760,260	143,378
Support - General Administration	471,328	483,104	11,776
Support - School Administration	832,351	819,612	(12,739)
Support - Business Services	205,334	223,607	18,273
Support - Operation & Maintenance	1,367,080	1,547,177	180,097
Support - Pupil Transportation	777,100	734,268	(42,832)
Support - Non-Instruction	8,969	29,108	20,139
Support - Technology	258,724	267,372	8,648
Support - Athletics	213,740	235,637	21,897
Community Services	11,834	11,961	127
Debt Service Payments	93,270	93,270	0
Outgoing Transfers & Other Transactions	10,000	15,968	5,968
Total Appropriated	15,154,498	15,487,262	332,764

Be it further resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds, except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the Board shall require approval of the Board.

Be it further resolved, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Roll call vote. Yeas: Rogers, Simpson, Bowen and Giles. Nays: None. Motion carried.

Finance Director Weese shared adjustments and changes to the Food Service Budget.

Motion by Rogers, supported by Bowen, that this resolution shall amend the food service fund appropriations of Central Montcalm Public School for the Fiscal Year **2015-2016**, an act to amend appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public School.

Be it further resolved, that the total revenues and unappropriated fund balance estimated to be available in the food service fund of the school district for Fiscal Year **2015-2016** are amended as follows:

	<u>Original</u>	<u>Amended</u>	<u>Change</u>
Revenues:			
Local Sources	169,350	175,918	6,568
State Sources	40,647	49,492	8,845
Federal Sources	580,000	580,000	0

Other Finance Sources	10,000	15,500	5,500
Total Revenue	<u>799,997</u>	<u>820,910</u>	<u>20,913</u>
Fund Balances - June 30, 2015:			
Non-Spendable			-
Restricted	263,939	263,939	-
Committed			-
Assigned			-
Unassigned			-
Fund Balance Available to Appropriate	<u>263,939</u>	<u>263,939</u>	<u>-</u>
Total Available to Appropriate	<u><u>1,063,936</u></u>	<u><u>1,084,849</u></u>	<u><u>20,913</u></u>

Be it further resolved that \$842,646 of the total available to appropriate in the food service fund is hereby appropriated by amendment in the amounts and for the purposes set forth below:

Expenditures

Support - Operation & Maintenance	0	0	0
Support - Food Service	773,590	810,646	37,056
Other Finance Uses	<u>32,000</u>	<u>32,000</u>	<u>0</u>
Total Appropriated	<u><u>805,590</u></u>	<u><u>842,646</u></u>	<u><u>37,056</u></u>

Be it further resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the Board shall require approval of the Board.

Be it further resolved, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Roll call vote. Yeas: Rogers, Simpson, Bowen and Giles. Nays: None. Motion carried.

Finance Director Weese shared the highlights and budget assumptions for proposed FY 2016-2017 General Fund Budget.

Motion by Rogers, supported by Giles, that this resolution shall be the general education appropriations of Central Montcalm Public School for the Fiscal Year **2016-2017**, an act to make appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public School.

Be it further resolved, that the total revenues and fund balance estimated to be available in the general education fund of the school district for Fiscal Year **2016-2017** are as follows:

Revenues:	Local	1,777,900	
	State	13,160,224	
	Federal	569,326	
	Other Transactions	<u>249,000</u>	
	Total Revenue		15,756,450

Fund Balance:	Fund Balance , July 1, 2016	2,469,186	
	Nonspendable - Inventory	0	
	Nonspendable - Prepaid Expenditures	0	
	Committed for Unemployment	0	
	Unassigned Fund Balance		<u>2,469,186</u>
	Total Available to Appropriate		18,225,636

Be it further resolved that \$15,575,252 of the total available to appropriate in the general education fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	Instruction - Basic Programs	7,655,767	
	Instruction - Added Needs	2,086,547	
	Support - Pupil	652,702	
	Support - Instruction Staff	648,414	
	Support - General Administration	481,522	
	Support - School Administration	804,004	
	Support - Business	198,837	
	Support - Operation & Maintenance	1,619,786	
	Support - Pupil Transportation	781,797	
	Non-Instruction training	21,993	
	Technology	289,656	
	Athletics	225,840	
	Community Services	4,926	
	Debt Service Payments	93,270	
	Transfer to Other Funds	17,191	
	Total Appropriated		<u>15,582,252</u>

Be it further resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the Board shall require approval of the Board. Roll call vote. Yeas: Rogers, Simpson, Bowen and Giles. Nays: None. Motion carried.

Motion by Bowen, supported by Rogers, that this resolution shall be the food service fund appropriations of Central Montcalm Public School for the Fiscal Year **2016-2017**, an act to make appropriations, to provide for expenditure of the appropriations and to provide for the disposition of all income received by the Central Montcalm Public School.

Be it further resolved, that the total revenues and fund balance estimated to be available in the food service fund of the school district for Fiscal Year **2016-2017** are as follows:

Revenues:	Local	169,400	
	State	47,220	
	Federal	543,000	
	Other Financing Sources	15,500	
	Total Revenue		<u>775,120</u>

Fund Balance:	Fund Balance , July 1, 2016	242,203
	Nonspendable - Inventory	0
	Nonspendable - Prepaid Expenditures	0
	Unassigned - Other	0
	Committed for Unemployment	0
	Unassigned Fund Balance	<u>242,203</u>
	Total Available to Appropriate	1,017,323

Be it further resolved that \$802,536 of the total available to appropriate in the general education fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	Food Service	774,536
	Other Financing Uses	<u>28,000</u>
	Total Appropriated	802,536

Be it further resolved, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the Board shall require approval of the Board. Roll call vote. Yeas: Rogers, Simpson, Bowen and Giles. Nays: None. Motion carried.

Motion by Rogers, supported by Giles, that the Consent Agenda be approved, as follows:

1. To approve District’s participation in the MHSAA for 2016-2017.
2. To employ Heather Palmer as a part-time paraprofessional, effective the 2016-2017 school year, contingent upon unprofessional conduct checks.
3. To employ Carolyn Ross as a part-time paraprofessional, effective the 2016-2017 school year, contingent upon unprofessional conduct checks.
4. To accept the resignation of Leslie Engle from her position of part-time secretary, effective May 25, 2016.
5. To ratify the request of Pat Gordon for an unpaid leave for May 27 and 30, 2016, for a schedule camping trip.
6. To accept the resignation of Amy Pung from her class advisor position, effectively immediately.
7. To accept the resignation of Phil Hansen from his bus driver position and freeze his seniority, effective June 1, 2016.
8. To employ Phil Hansen as the Assistant Mechanic, Grounds, Custodian, effective June 1, 2016.
9. To approve an overnight field trip for high school students to attend Yearbook Camp June 27-30, 2016 at Grand Valley State University.
10. To accept the resignation of Donna Minikey from her class advisor position, effective June 30, 2016.
11. To accept the resignation of Kari Skinner from her position of part-time custodian, effective May 31, 2016.

12. To employ Sarah Hopkins as a part-time paraprofessional, effective 2016-2017 school year.
13. To employ Kathryn Redig as a probationary teacher, effective the 2016-2017 school year, contingent upon criminal history and unprofessional conduct checks.
14. To employ Alicia Hummel as a probationary teacher, effective the 2016-2017 school year, contingent upon criminal history and unprofessional conduct checks.
15. To employ Carl J Lewis as a probationary teacher, effective the 2016-2017 school year, contingent upon criminal history and unprofessional conduct checks.
16. To ratify the request of Cheryl Ellis for 3.5 days unpaid due to imminent surgery.
17. To consider the request of Casey Ryan for a medical leave beginning August 29, 2016, pursuant to Article 10 of the Master Agreement and under FMLA.

Those in favor 4, opposed 0. Motion carried.

Susan Koster introduced and the Board welcomed the new professional staff who were present at the meeting.

Secretary Collins arrived at 7:20 p.m.

Superintendent Meinhardt reported on the results of the CIMS Cross-Indicator Analysis Activity for the Special Education Program of the District in order to improve the plan for systemic improvement. The Board accepted this report, and thanked the team for their efforts.

Motion by Collins, supported by Rogers, that Board of Education extend the school superintendent and administrator employment contracts with the following individuals by one year: a) Amy Meinhardt, Superintendent; b) Julie Milewski, Director of Curriculum, Assessment and Instruction; c) Harvey Shick, Director; d) Amy Main, Director; e) Mark Kimball, Director; and f) John Kearney, Director. Those in favor 5, opposed 0. Motion carried.

Motion by Giles, supported by Bowen, that the Board of Education approve an agreement with JP Morgan Chase Bank for a Purchasing Card Program and adopt proposed guidelines for administration; and authorize Superintendent Meinhardt and/or Finance Director Weese to sign any necessary documentation on behalf of the District. Those in favor 5, opposed 0. Motion carried.

Motion by Collins, supported by Rogers, that the Board of Education will approve participation in the foreign exchange program for the 2016-2017 school year; and that the provisions in Policy #5114 be waived to allow for more than five (5) student placements this school year. Those in favor 5, opposed 0. Motion carried.

Motion by Giles, supported by Ryan, that the Board of Education approves the following meal prices for FY 2016-2017, in accordance with the USDA PLE and the Healthy Hungry Free Act:

Breakfast

K-1	Free
2-5	\$1.50 no change
6-12	\$1.75 no change
Adult	\$2.25 no change
Milk	\$.50 no change

Lunch

K-5	\$2.25 no change
6-8	\$2.50 no change
9-12	\$3.00 no change
Adult	\$3.75 no change
Milk	\$.50 no change

Those in favor 5, opposed 0. Motion carried.

Motion by Giles, supported by Giles, that the Board of Education go into executive session at 7:30 p.m. to review the collective bargaining process. Those in favor 5, opposed 0. Motion carried.

Motion by Rogers, supported by Collins, that the Board of Education return to regular session at 7:48 p.m. Those in favor 5, opposed 0. Motion carried.

Motion by Rogers, supported by Giles, that the Board of Education of the Central Montcalm Public School District, approve the terms and the wage table contained in the tentative agreement with the Central Montcalm Education Support Personnel Association for the 2016-2017 school year. Roll call vote. Yeas: Rogers, Bowen and Giles. Nays: None. Abstained 1. Motion carried. President Simpson abstained due to his familial association.

Motion by Rogers, supported by Giles, that the Board of Education go into executive session at 7:49 p.m. to review the collective bargaining process. Those in favor 5, opposed 0. Motion carried.

Motion by Bowen, supported by Rogers, that the Board of Education return to regular session at 7:55 p.m. Those in favor 5, opposed 0. Motion carried.

Motion by Rogers, supported by Collins, that the Board of Education of the Central Montcalm Public School District approve the terms and the wage table contained in the tentative agreement with the Central Montcalm Education Association for the 2016-2017 school year. Roll call vote. Yeas: Rogers, Simpson, Bowen and Giles. Nays: None. Motion carried.

Motion by Rogers, supported by Bowen, that the Board of Education of the Central Montcalm Public School District establish Monday, July 18, 2016, as the Board's Organizational meeting for the school year 2016-2017. This meeting will be held at 7:00 p.m., in the High School Media Center. Those in favor 5, opposed 0. Motion carried.

Motion by Giles, supported by Collins, that the Board of Education go into executive session at 8:01 p.m. to discuss matters relating to possible disciplinary action against a minor student. Those in favor 5, opposed 0. Motion carried.

Motion by Giles, supported by Collins, that the Board of Education return to regular session at 8:08 p.m. Those in favor 5, opposed 0. Motion carried.

~~Motion by Rogers, supported by Giles, that the Board of Education approve the administrative recommendation with an adjustment to 360 days in connection with Student #11199. Those in favor 5, opposed 0. Motion carried. Rescinded 071816~~

Motion by Rogers, supported by Collins, that the Board of Education go into executive session at 8:26 p.m. to discuss matters relating to possible disciplinary action against a minor student. Those in favor 5, opposed 0. Motion carried.

Motion by Rogers, supported by Giles, that the Board of Education return to regular session at 8:50 p.m. Those in favor 5, opposed 0. Motion carried.

Motion by Giles, supported by Collins, that the Board of Education approve the administrative recommendation in connection with Student #10594. Those in favor 5, opposed 0. Motion carried.

Motion by Rogers, supported by Bowen, that the Board of Education approve the administrative recommendation in connection with Student #10284. Those in favor 5, opposed 0. Motion carried.

Motion by Giles, supported by Bowen, that the Board of Education approve the administrative recommendation in connection with Student #10498. Those in favor 5, opposed 0. Motion carried.

Meeting adjourned at 9:20 p.m.

Respectfully submitted,
Bill Collins, Secretary