Central Montcalm Public School

Board of Education

June 17, 2019

The regular meeting of the Board of Education was called to order by President Simpson in the High School Media Center on June 17, 2019 at 7:00 p.m. The Pledge of Allegiance was recited.

Present: Bill Simpson, Jim Rogers, Jim Lingeman, Bill Collins, Jamie Hopkins and Brennan Bowen.

Absent: Brandy Ryan.

The regular meeting minutes of May 20, 2019 were approved. The Treasurer’s Report for May 31, 2019 was accepted as presented. Motion by Rogers, supported by Bowen, to ratify the payment of General Fund and Debt Retirement bills from May, 2019, in the amount of $849,988.72. Those in favor 6, opposed 0. Motion carried.

President Simpson turned the meeting over to Athletic Director Kearney to acknowledge student athletes, Golf, track, softball, and baseball. It was an exceptionally successful season for Hornet Athletes.

President Simpson opened the hearing for “Truth in Taxation.” Mrs. Weese shared that the district intended to levy 17.8903 operating millage on non-homestead, 3.93 mills for 1999 debt millage and 3.07 mills for 2016 debt millage, and has said appropriated funds in the proposed 2019-2020 budget. No comments were received from the public. Motion by Hopkins, supported by Rogers, that the Board approve the 2019 tax levy. Those in favor 6, opposed 0. Motion carried.

Finance Director Weese shared adjustments and changes to the General Education Fund. Motion by Lingeman, supported by Hopkins, be it resolved, that this resolution shall amend the General Education Fund appropriations of Central Montcalm Public School for the Fiscal Year **2018-2019**, 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 **2018-2019** are amended as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Original** |  | **Amended** |  | **Change** |
| **Revenues:** |  |  |  |  |  |  |
| Local Sources |  | 1,836,581 |  | 1,865,842 |  | 29,261 |
| State Sources |  | 13,232,223 |  | 12,960,308 |  | (271,915) |
| Federal Sources |  | 598,289 |  | 673,341 |  | 75,052 |
| Other Finance Sources |  | 311,500 |  | 827,383 |  | 515,883 |
| Total Revenue |  | 15,978,593 |  | 16,326,874 |  | 348,281 |
|  |  |  |  |  |  |  |
| **Fund Balances - June 30, 2018:** |  |  |  |  |  |  |
| Non-Spendable |  | 152,884 |  | 152,884 |  | - |
| Restricted |  |  |  |  |  | - |
| Committed |  |  |  |  |  | - |
| Assigned |  | 507,696 |  | 507,696 |  | - |
| Unassigned |  | 2,724,426 |  | 2,724,426 |  | - |
| Fund Balance Available to Appropriate |  | 3,232,122 |  | 3,232,122 |  | - |
|  |  |  |  |  |  |  |
| Total Available to Appropriate |  | 19,210,715 |  | 19,558,996 |  | 348,281 |

Be it further resolved that $16,885,924 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 |  | 7,817,687 |  | 7,892,439 |  | 74,752 |
| Instruction - Added Needs |  | 2,421,446 |  | 2,396,602 |  | (24,844) |
| Support - Pupil |  | 855,875 |  | 885,095 |  | 29,220 |
| Support - Instruction Staff |  | 775,890 |  | 706,105 |  | (69,785) |
| Support - General Administration |  | 471,296 |  | 453,533 |  | (17,763) |
| Support - School Administration |  | 860,426 |  | 845,057 |  | (15,369) |
| Support - Business Services |  | 206,599 |  | 214,181 |  | 7,582 |
| Support - Operation & Maintenance |  | 1,668,781 |  | 1,623,007 |  | (45,774) |
| Support - Pupil Transportation |  | 793,009 |  | 869,452 |  | 76,443 |
| Support- Central Services |  | 286,253 |  | 651,446 |  | 365,193 |
| Support - Athletics and Other |  | 323,274 |  | 343,607 |  | 20,333 |
| Outgoing Transfers & Other Transactions |  | 5,753 |  | 5,400 |  | (353) |
| Total Appropriated |  | 16,486,289 |  | 16,885,924 |  | 399,635 |

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. Those in favor: 6, opposed 0. Motion carried.

Finance Director Weese shared adjustments and changes to the Food Service Budget. Motion by Hopkins, supported by Rogers, be it resolved, that this resolution shall amend the Food Service Fund appropriations of Central Montcalm Public School for the fiscal year **2018-2019**, 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 **2018-2019** are amended as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Original** |  | **Amended** |  | **Change** |
| **Revenues:** |  |  |  |  |  |  |
| Local Sources |  | 166,550 |  | 163,050 |  | (3,500) |
| State Sources |  | 54,842 |  | 28,098 |  | (26,744) |
| Federal Sources |  | 598,000 |  | 593,600 |  | (4,400) |
| Other Finance Sources |  | 5,400 |  | 2,200 |  | (3,200) |
| Total Revenue |  | 824,792 |  | 786,948 |  | (37,844) |
|  |  |  |  |  |  |  |
| **Fund Balances - June 30, 2018:** |  |  |  |  |  |  |
| Non-Spendable |  | 25,197 |  | 25,197 |  | - |
| Restricted |  | 328,266 |  | 328,266 |  | - |
| Committed |  |  |  |  |  | - |
| Assigned |  |  |  |  |  | - |
| Unassigned |  |  |  |  |  | - |
| Fund Balance Available to Appropriate |  | 328,266 |  | 328,266 |  | - |
|  |  |  |  |  |  |  |
| Total Available to Appropriate |  | 1,153,058 |  | 1,115,214 |  | (37,844) |

Be it further resolved that $897,138 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 |  | 771,796 |  | 833,138 |  | 61,342 |
| Other Finance Uses |  | 50,000 |  | 64,000 |  | 14,000 |
| Total Appropriated |  | 821,796 |  | 897,138 |  | 75,342 |

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. Those in favor 6, opposed 0. Motion carried.

Finance Director Weese shared the highlights and budget assumptions for proposed FY 2019-2020 General Fund Budget.

Motion by Hopkins, supported by Rogers, be it resolved, that this resolution shall be the General Education Fund appropriations of Central Montcalm Public School for the Fiscal Year **2019-2020**, 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 **2019-2020** are as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Revenues:** | Local |  | 1,928,069 |  |  |
|  | State |  | 12,618,128 |  |  |
|  | Federal |  | 509,900 |  |  |
|  | Other Transactions |  | 348,545 |  |  |
|  | Total Revenue |  |  |  | 15,404,642 |
|  |  |  |  |  |  |
| **Fund Balance:** | Fund Balance , July 1, 2019 |  | 2,825,956 |  |  |
|  | Nonspendable - Inventory |  | 0 |  |  |
|  | Nonspendable - Prepaid Expenditures |  | 0 |  |  |
|  | Committed for Unemployment |  | 0 |  |  |
|  | Unassigned Fund Balance |  |  |  | 2,825,956 |
|  |  |  |  |  |  |
|  | Total Available to Appropriate |  |  |  | 18,230,598 |

Be it further resolved that $16,027,255 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 |  |  |  | 7,518,587 |
|  | Instruction - Added Needs |  |  |  | 2,206,913 |
|  | Support - Pupil |  |  |  | 893,484 |
|  | Support - Instruction Staff |  |  |  | 556,351 |
|  | Support - General Administration |  |  |  | 457,950 |
|  | Support - School Administration |  |  |  | 909,195 |
|  | Support - Business |  |  |  | 233,104 |
|  | Support - Operation & Maintenance |  |  |  | 1,594,245 |
|  | Support - Pupil Transportation |  |  |  | 805,269 |
|  | Central Services |  |  |  | 396,986 |
|  | Athletics and Other |  |  |  | 449,771 |
|  | Transfer to Other Funds |  |  |  | 5,400 |
|  | Total Appropriated |  |  |  | 16,027,255 |

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. Those in favor 6, opposed 0. Motion carried.

Motion by Hopkins, supported by Lingeman, be it resolved, that this resolution shall be the Food Service Fund appropriations of Central Montcalm Public School for the fiscal year **2019-2020**, 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 **2019-2020** are as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Revenues:** | Local |  | 162,550 |  |  |
|  | State |  | 27,776 |  |  |
|  | Federal |  | 658,000 |  |  |
|  | Other Financing Sources |  | 5,400 |  |  |
|  | Total Revenue |  |  |  | 853,726 |
|  |  |  |  |  |  |
| **Fund Balance:** | Fund Balance , July 1, 2019 |  | 243,274 |  |  |
|  | Nonspendable - Inventory |  | 0 |  |  |
|  | Nonspendable - Prepaid Expenditures |  | 0 |  |  |
|  | Unassigned - Other |  | 0 |  |  |
|  | Committed for Unemployment |  | 0 |  |  |
|  | Unassigned Fund Balance |  |  |  | 243,274 |
|  |  |  |  |  |  |
|  | Total Available to Appropriate |  |  |  | 1,097,000 |

Be it further resolved that $989,954 of the total available to appropriate in the Food Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Expenditures** | Food Service |  |  |  | 925,954 |
|  | Other Financing Uses |  |  |  | 64,000 |
|  | Total Appropriated |  |  |  | 989,954 |

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. Those in favor 6, opposed 0. Motion carried.

Motion by Lingeman, supported by Hopkins, be it resolved, that this resolution shall be the Special Revenue Fund appropriations of Central Montcalm Public School for the Fiscal Year **2019-2020**, 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 Special Revenue Fund of the school district for Fiscal Year **2019-2020** are as follows:

REVENUES: Other Transactions 320,000

Total Revenue 320,000

FUND BALANCE: Fund Balance, July 1, 2019 320,000

Unassigned Fund Balance 320,000

Total available to appropriate 320,000

Be it further resolved that $320,000 of the total available to appropriate in the Special Revenue Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures: Other Student/School Activity 320,000

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. Those in favor 6, opposed 0. Motion carried.

Motion by Collins, supported by Lingeman, that the Board of Education of the Central Montcalm Public School District, approve the terms and conditions contained in the tentative agreement with the Central Montcalm Education Association for the 2019-2020 school year. Those in favor 6, opposed 0. Motion carried.

President Simpson introduced the Consent Agenda, Items #12 and #15 were selected for separate consideration. Motion by Lingeman, supported by Collins, that the Consent Agenda, Items #1 through #11 and Items #13, #14, #16, #17 and #18, be approved, as follows:

1. To approve District’s participation in the MHSAA for 2019-2020.
2. To employ Taryn Muilenburg as a JV Volleyball Coach, effective the 2019-2020 season, contingent upon criminal history and unprofessional conduct checks.
3. To consider authorizing an overnight field trip for JV Volleyball July 16-18, 2019 to Ferris State University for Volleyball Camp.
4. To accept the resignation of Jane Basom from a professional position, effective June 4, 2019.
5. To accept the resignation of Darren Oles from MS Cross Country Coach, effective June 1, 2019.
6. To accept the resignation of Rob Putnam from 8th-gr Girls’ Basketball Coach, effective June 1, 2019
7. To accept the resignation of Chris Donazzolo from her food service position, effective June 5, 2019.
8. To employ Matt Hansen as a JV Basketball Coach, effective the 2019-2020 season, contingent upon criminal history and unprofessional conduct checks.
9. To employ Josh Patino as an Assistant Football Coach, effective the 2019-2020 season.
10. To employ Phil Kahler as an Assistant Football Coach, effective the 2019-2020 season.
11. To employ Marty James as an Assistant Football Coach, effective the 2019-2020 season.
12. ~~To employ Breanna Collins as an 8~~~~th~~~~-Grade Girls’ Basketball Coach, effective the 2019-2020 season.~~
13. To accept the resignation of Caitlyn Wilcox from her social worker position, effective June 17, 2019.
14. To terminate the employment of Tyler Peterman from his probationary position, effective June 17, 2019.
15. ~~To accept the resignation of Pamela Rogers from her Human Resources position, effective September 30, 2019.~~
16. To accept the resignation of Jenna Kimball from her 8th-grade Volleyball Coach position, effective June 17, 2019.
17. To accept the resignation of Jesse Judge from his Wrestling Coach position, effective June 17, 2019.
18. To employ Michelle Hoffman as the MS Cross Country Coach, effective the 2019-2020 season.

Those in favor 6, opposed 0. Motion carried.

Motion by Hopkins, supported by Lingeman, to employ Breanna Collins as an 8th-grade Girls’ Basketball Coach, effective the 2019-2020 season. Those in favor 5, opposed 0. Collins abstained from voting.

Motion by Hopkins, supported by Lingeman, to accept the resignation of Pamela Rogers from her Human Resources position, effective September 30, 2019. Those in favor 5, opposed 0. Rogers abstained from voting.

Motion by Collins, supported by Rogers, that the Board of Education approves the following meal prices for FY 2019-2020, in accordance with the USDA Paid Lunch Equity in accordance with the recommendation of Director Main:

Breakfast

K-5 Free

6-12 $1.50

Adult $2.25

Milk $ .50

Lunch

K-5 $2.25

6-8 $2.50

9-12 $3.00

Adult $4.00

Free cookie or chip will be added to adult meal.

Those in favor 6, opposed 0. Motion carried.

President Simpson introduced proposed Policy Update No. 33, #2, per NEOLA and conducted a first reading.

Motion by Collins, supported by Lingeman, that the Board of Education award a bid for exterior door replacement be awarded to SA Morman & Co., at a cost of $63,150, in accordance with specifications provided by Central Montcalm Public School. Those in favor 6, opposed 0. Motion carried.

President Simpson read a letter remitted by Treasurer Rogers.

Motion by Hopkins, supported by Collins, that the Board of Education accept the resignation of James B. Rogers, Treasurer of this Board of Trustees, effective this date; and that the Board authorize Superintendent to post a notice that the District is accept applications to fill the unexpired term through December 31, 2020. Those in favor 5, opposed 0. Rogers abstained from voting. Motion carried.

President Simpson requested two volunteers to join him on a committee to coordinate the selection of a replacement. Lingeman and Bowen volunteered their time. Interviews with the full Board will be conducted, and a recommendation made for the organizational meeting in July.

Motion by Collins, supported by Lingeman, that the Board of Education establish the annual organizational meeting for Monday, July 15, 2019 at 7:00 p.m., in the High School Media Center. Those in favor 6, opposed 0. Motion carried.

Meeting adjourned at 7:48 p.m.

Respectfully submitted,

Bill Collins, Secretary