

Central Montcalm Public School
Board of Education
Minutes of November 21, 2022 Regular Meeting

The Regular meeting of the Central Montcalm Public School Board of Education was called to order by President Simpson in the High School Student Learning Center on Monday, November 21, 2022 at 7:00 p.m.

Present: Bill Simpson, Lisa Lund, Jim Lingeman, Rob Train, Brandy Ryan and Brennan Bowen.
Absent: Bill Collins.

Motion by Train, supported by Lund, to approve the agenda for the November 21, 2022 Regular meeting as presented. (Item 5 of the Consent Agenda had been removed before the meeting.) Those in favor 6, opposed 0. Motion carried.

Superintendent's Report:

1. Athletic Director Kris Kolbe helped recognize players and coaches from our Fall 2022 teams including Golf, Football, Volleyball and Cross-Country. We had 21 students achieve CSAA and/or All-State recognition. Both our Boys and Girls HS Cross Country teams qualified for the state meet, and earned 10th place this year.
2. A thank you note from the Gathering Place was shared with Board members.
3. Superintendent James reminded the Board student Bryce DeHaan has auditioned and earned the honor of joining The Great American Marching Band and will be participating in the Macy's Thanksgiving Day Parade this week.
4. Presentation: General Supervision and State Determinations, Mandy McLaughlin, Assistant Superintendent

Previous Concerns: Superintendent James met with the parent who spoke at the October Meeting.

Communications from the Public: No communications at this time.

No comments were received from the public at this time.

Motion by Lingeman, supported by Bowen, to accept the minutes of the October 17, 2022 Regular Meeting, the October 17, 2022 Finance Committee Meeting and the November 17, 2022 Finance Committee Meeting and are approved as submitted. Those in favor 6, opposed 0. Motion carried.

Motion by Lund, supported by Bowen, to accept and approve the Finance Report for the period ended October 31, 2022. Those in favor 6, opposed 0. Motion carried.

Motion by Lingeman, supported by Train, to ratify the payment of bills for October, 2022, for the amount of \$1,085,245.42. Those in favor 6, opposed 0. Motion carried.

Motion by Ryan, supported by Lingeman, to adopt the resolution amending the General Fund Budget and Appropriations for 2022-2023. Those in favor 6, opposed 0. Motion carried.

Central Montcalm Public School
 Board of Education
 Minutes of November 21, 2022 Regular Meeting

Resolution for Budget Amendment by the Board of Education
 Central Montcalm Public Schools
General Education Fund

Resolved, that this resolution shall amend the general education appropriations of Central Montcalm Public Schools for the fiscal year **2022-2023**, 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 Schools.

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 **2022-2023** are amended as follows:

	<u>Original</u>	<u>Amended</u>	<u>Change</u>
Revenues:			
Local Sources	1,931,174	2,055,835	124,661
State Sources	13,533,469	14,496,813	963,344
Federal Sources	2,487,195	2,258,782	(228,413)
Other Finance Sources	532,696	547,860	15,164
Total Revenue	<u>18,484,534</u>	<u>19,359,290</u>	<u>874,756</u>
Fund Balances - June 30, 2022:			
Non-Spendable	279,489	279,489	-
Restricted			-
Committed			-
Assigned	1,168,033	1,168,033	-
Unassigned	<u>4,491,186</u>	<u>4,491,186</u>	-
Fund Balance Available to Appropriate	<u>5,659,219</u>	<u>5,659,219</u>	-
Total Available to Appropriate	<u>24,143,753</u>	<u>25,018,509</u>	<u>874,756</u>

Be it further resolved that \$20,267,859 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	8,252,102	8,057,103	(194,999)
Instruction - Added Needs	2,325,256	2,507,548	182,292
Support - Pupil	957,930	1,170,032	212,102
Support - Instructional Staff	1,290,076	1,535,646	245,570
Support - General Administration	577,616	515,935	(61,681)
Support - School Administration	1,031,560	1,041,175	9,615
Support - Business Services	238,371	244,244	5,873
Support - Operation & Maintenance	2,282,544	2,428,453	145,909
Support - Pupil Transportation	1,413,330	1,594,994	181,664
Support- Central Services	546,920	407,654	(139,266)
Support - Athletics	347,916	370,990	23,074
Community Services	8,748	13,898	5,150
Debt Service Payments	90,106	90,106	0
Outgoing Transfers & Other Transactions	<u>290,092</u>	<u>290,081</u>	<u>(11)</u>
Total Appropriated	<u>19,652,567</u>	<u>20,267,859</u>	<u>615,292</u>

Central Montcalm Public School

Board of Education

Minutes of November 21, 2022 Regular Meeting

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.

Motion by Lingeman, supported by Lund, to adopt the resolution amending the Food Service Fund Budget and Appropriations for 2022-2023. Those in favor 6, opposed 0. Motion carried.

Resolution for Budget Amendment by the Board of Education
Central Montcalm Public Schools
Food Service Fund

Resolved, that this resolution shall amend the food service fund appropriations of Central Montcalm Public Schools for the fiscal year **2022-2023**, 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 Schools.

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 **2022-2023** are amended as follows:

	<u>Original</u>	<u>Amended</u>	<u>Change</u>
Revenues:			
Local Sources	10,540	10,540	0
State Sources	26,971	26,384	(587)
Federal Sources	920,660	970,445	49,785
Other Finance Sources	<u>5,418</u>	<u>6,782</u>	<u>1,364</u>
Total Revenue	<u>963,589</u>	<u>1,014,151</u>	<u>50,562</u>
Fund Balances - June 30, 2022:			
Non-Spendable	15,064	15,064	-
Restricted	331,155	331,155	-
Committed			-
Assigned			-
Unassigned			-
Fund Balance Available to Appropriate	<u>331,155</u>	<u>331,155</u>	<u>-</u>
Total Available to Appropriate	<u>1,294,744</u>	<u>1,345,306</u>	<u>50,562</u>

Be it further resolved that \$988,030 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 - Food Service	899,994	924,030	24,036
Other Finance Uses	<u>64,000</u>	<u>64,000</u>	<u>0</u>
Total Appropriated	<u>963,994</u>	<u>988,030</u>	<u>24,036</u>

Central Montcalm Public School
Board of Education
Minutes of November 21, 2022 Regular Meeting

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.

Old Business:

Motion by Ryan, supported by Train, to approve the following policy updates:

- a. 6108 – Authorization to Use Electronic Fund Transfers
- b. 6460 – Vendor Relations
- c. 6700 – Fair Labor Standards Act (FLSA)
- d. 7440.03 – Small Unmanned Aircraft Systems
- e. 8805 – Flags and Displays
- f. 9150 – School Visitors

Those in favor 6, opposed 0. Motion carried.

President Simpson addressed the consent agenda, and no requests were received for separate action. Item 5 was removed before the meeting.

Motion by Lingeman, supported by Lund, to approve the following consent agenda items:

1. To accept the retirement of Kelly Springsteen, bus driver, effective 12/31/2022
2. To accept the resignation of Sarah Flint, CME paraprofessional, effective 10/24/2022
3. To accept the resignation of Heather Braman, CMMHS paraprofessional, effective 11/1/2022
4. To accept the resignation of Abbigail Clark, Adult Education Child Care, effective 11/17/2022
- ~~5. To employ Edward Mason as Special Education Teacher at CME, effective 11/28/22, contingent upon criminal background and unprofessional background checks~~
6. To employ Jared Schultz as Paraprofessional at CMMHS, effective 11/21/2022, contingent upon criminal background and unprofessional background checks
7. To approve the request of an unpaid leave of absence for Sheena Sanders, HS teacher, for February 8 – 10, 2023
8. To approve the request of an unpaid leave of absence for Mary Baars, HS teacher, beginning about January 4, 2023
9. To accept the recommendations from the Finance Committee

Those in favor 6, opposed 0. Motion carried.

New Business:

Motion by Train, supported by Lingeman, to accept the bid from Shoreline Power Services for stadium and pedestrian lighting for \$398,580.00. Those in favor 6, opposed 0. Motion carried.

Central Montcalm Public School

Board of Education

Minutes of November 21, 2022 Regular Meeting

President Simpson opened the floor to public comment on non-agenda items. There were no comments.

Motion by Lingeman, supported by Ryan, to move into closed session to discuss the evaluation of Superintendent James at 7:43 p.m. Those in favor 6, opposed 0. Motion carried.

Motion by Lingeman, supported by Train to return to the regular meeting at 8:05 p.m. Those in favor 6, opposed 0. Motion carried.

Motion by Ryan, supported by Lund, to adjourn the regular meeting at 8:06 p.m. Those in favor 6, opposed 0. Motion carried.

Respectfully submitted,

Bill Collins

Secretary