Central Montcalm Public School

Board of Education

June 22, 2020

The regular meeting of the Board of Education was called to order by President Simpson on June 22, 2020, at 7:00 p.m. Executive Order No. 2020-75 (COVID-19) issued by Governor Whitmer on May 6, 2020. The Pledge of Allegiance was acknowledged.

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

Absent: Bill Collins.

The regular meeting minutes of May 18, 2020 were approved. The Treasurer’s Report for May 31, 2020 was accepted as presented. Motion by Lingeman, supported by Bowen, to ratify the payment of General Fund and Debt Retirement bills from May, 2020, in the amount of $812,084.48. Those in favor 6, opposed 0. Motion carried.

President Simpson opened the hearing for “Truth in Taxation.” Director Weese shared that the district intended to levy 17.7702 operating millage on non-homestead, 3.17 mills for 1999 debt millage and 1.64 mills for 2016 debt millage, and 2.19 mills for debt millage; and has set appropriated funds in the proposed 2020-2021 budget. No comments were received from the public. Motion by Lingeman, supported by Lund, that the Board approve the 2020 tax levy. Those in favor 6, opposed 0. Motion carried.

Finance Director Weese introduced Jessica Aldridge, who would be sharing information concerning the amendments for 2019-2020. Director Weese shared the proposed budgets for 2020-2021.

Motion by Ryan, supported by Bowen, Resolved, that this resolution shall amend the general education appropriations of Central Montcalm Public Schools for the fiscal year **2019-2020**, 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 **2019-2020** are amended as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Original** |  | **Amended** |  | **Change** |
| **Revenues:** |  |  |  |  |  |  |
| Local Sources |  | 1,928,069  |  | 1,895,328  |  | (32,741) |
| State Sources |  | 12,618,128  |  | 12,164,718  |  | (453,410) |
| Federal Sources |  | 509,900  |  | 636,059  |  | 126,159  |
| Other Finance Sources |  | 348,545  |  | 466,144  |  | 117,599  |
| Total Revenue |  | 15,404,642  |  | 15,162,249  |  | (242,393) |
|  |  |  |  |  |  |  |
| **Fund Balances - June 30, 2019:** |  |  |  |  |  |  |
| Non-Spendable |  | 147,816  |  | 147,816  |  | - |
| Restricted |  |  |  |  |  | - |
| Committed |  |  |  |  |  | - |
| Assigned |  | 622,613  |  | 622,613  |  | - |
| Unassigned |  | 2,565,715  |  | 2,565,715  |  | - |
| Fund Balance Available to Appropriate |  | 3,188,328  |  | 3,188,328  |  | - |
|  |  |  |  |  |  |  |
| Total Available to Appropriate |  | 18,592,970  |  | 18,350,577  |  | (242,393) |

Be it further resolved that $16,285,390 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 |  | 7,518,587 |  | 7,716,704  |  | 198,117  |
| Instruction - Added Needs |  | 2,206,913 |  | 2,125,383  |  | (81,530) |
| Support - Pupil |  | 893,484 |  | 765,846  |  | (127,638) |
| Support - Instruction Staff |  | 556,351 |  | 614,256  |  | 57,905  |
| Support - General Administration |  | 457,950 |  | 429,062  |  | (28,888) |
| Support - School Administration |  | 909,195 |  | 955,829  |  | 46,634  |
| Support - Business Services |  | 233,104 |  | 285,088  |  | 51,984  |
| Support - Operation & Maintenance |  | 1,594,245 |  | 1,701,553  |  | 107,308  |
| Support - Pupil Transportation |  | 805,269 |  | 792,739  |  | (12,530) |
| Support- Central Services |  | 396,986 |  | 403,590  |  | 6,604  |
| Support - Athletics and Other |  | 449,771 |  | 493,340  |  | 43,569  |
| Outgoing Transfers & Other Transactions |  | 5,400 |  | 2,000  |  | (3,400) |
| Total Appropriated |  | 16,027,255  |  | 16,285,390  |  | 258,135  |

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. Yeas:

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

Manager Aldridge shared adjustments and changes to the Food Service Budget. Motion by Lingeman, supported by Ryan Resolved, that this resolution shall amend the food service fund appropriations of Central Montcalm Public Schools for the fiscal year **2019-2020**, 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 **2019-2020** are amended as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Original** |  | **Amended** |  | **Change** |
| **Revenues:** |  |  |  |  |  |  |
| Local Sources |  | 162,550  |  | 137,322  |  | (25,228) |
| State Sources |  | 27,776  |  | 27,848  |  | 72  |
| Federal Sources |  | 658,000  |  | 628,867  |  | (29,133) |
| Other Finance Sources |  | 5,400  |  | 2,000  |  | (3,400) |
| Total Revenue |  | 853,726  |  | 796,037  |  | (57,689) |
|  |  |  |  |  |  |  |
| **Fund Balances - June 30, 2019:** |  |  |  |  |  |  |
| Non-Spendable |  | 8,740  |  | 8,740  |  | - |
| Restricted |  | 340,305  |  | 340,305  |  | - |
| Committed |  |  |  |  |  | - |
| Assigned |  |  |  |  |  | - |
| Unassigned |  |   |  |   |  | - |
| Fund Balance Available to Appropriate |  | 340,305  |  | 340,305  |  | - |
|  |  |  |  |  |  |  |
| Total Available to Appropriate |  | 1,194,031  |  | 1,136,342  |  | (57,689) |

Be it further resolved that $1,036,218 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 |  | 925,954  |  | 972,218  |  | 46,264  |
| Other Finance Uses |  | 64,000  |  | 64,000  |  | 0  |
| Total Appropriated |  | 989,954  |  | 1,036,218  |  | 46,264  |

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.

Manager Aldridge shared highlights for the Special Revenue Fund. Motion by Bowen, supported by Lingeman, Resolved, that this resolution shall amend the special revenue fund appropriations of Central Montcalm Public Schools for the fiscal year **2019-2020**, 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 special revenue fund of the school district for fiscal year **2019-2020** are amended as follows:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | **Original** |  | **Amended** |  | **Change** |
| **Revenues:** |  |  |  |  |  |  |
| Other Transactions |  | 320,000  |  | 255,000  |  | (65,000) |
| Total Revenue |  | 320,000  |  | 255,000  |  | (65,000) |
|  |  |  |  |  |  |  |
| **Fund Balances - July 1, 2019:** |  |  |  |  |  |  |
| Non-Spendable |  |  |  |  |  | - |
| Restricted |  |  |  |  |  | - |
| Committed |  |  |  |  |  | - |
| Assigned |  |  |  |  |  | - |
| Unassigned |  | 208,353  |  | 208,353  |  | - |
| Fund Balance Available to Appropriate |  | 208,353  |  | 208,353  |  | - |
|  |  |  |  |  |  |  |
| Total Available to Appropriate |  | 528,353  |  | 463,353  |  | (65,000) |

Be it further resolved that $245,000 of the total available to appropriate in the special revenue fund is hereby appropriated by amendment in the amounts and for the purposes set forth below:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Expenditures** |  |  |  |  |  |  |
| Other Student/School Activity |  | 320,000  |  | 245,000  |  | (75,000) |
| Total Appropriated |  | 320,000  |  | 245,000  |  | (75,000) |

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.

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.

Finance Director Weese shared the highlights and budget assumptions for proposed FY 2020-2021 General Fund Budget.

Motion by Ryan, supported by Bowen, Resolved, that this resolution shall be the general education appropriations of Central Montcalm Public School for the fiscal year **2020-2021**, 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 **2020-2021** are as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Revenues:** | Local |  | 1,956,654 |  |  |
|  | State |  | 10,963,925 |  |  |
|  | Federal |  | 709,747 |  |  |
|  | Other Transactions |  | 390,208 |  |  |
|  | Total Revenue |  |  |  | 14,020,534 |
|  |  |  |  |  |  |
| **Fund Balance:** | Fund Balance , July 1, 2020 |  | 2,213,000 |  |  |
|  |  Nonspendable - Inventory |  | 0 |  |  |
|  |  Nonspendable - Prepaid Expenditures |  | 0 |  |  |
|  |  Committed for Unemployment  |  | 0 |  |  |
|  | Unassigned Fund Balance |  |  |  | 2,213,000 |
|  |  |  |  |  |  |
|  | Total Available to Appropriate |  |  |  | 16,233,534 |

Be it further resolved that $14,601,056 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 |  |  |  | 6,639,941 |
|  | Instruction - Added Needs |  |  |  | 1,931,998 |
|  | Support - Pupil |  |  |  | 740,254 |
|  | Support - Instruction Staff |  |  |  | 585,675 |
|  | Support - General Administration |  |  |  | 462,537 |
|  | Support - School Administration |  |  |  | 928,131 |
|  | Support - Business  |  |  |  | 278,735 |
|  | Support - Operation & Maintenance |  |  |  | 1,477,527 |
|  | Support - Pupil Transportation |  |  |  | 775,665 |
|  | Central Services |  |  |  | 361,730 |
|  | Athletics and Other |  |  |  | 413,463 |
|  | Transfer to Other Funds |  |  |  | 5,400 |
|  | Total Appropriated |  |  |  | 14,601,056 |

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, Resolved, that this resolution shall be the food service fund appropriations of Central Montcalm Public Schools for the fiscal year **2020-2021**, 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 Schools.

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 **2020-2021** are as follows:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Revenues:** | Local |  | 163,300 |  |  |
|  | State |  | 28,098 |  |  |
|  | Federal |  | 658,000 |  |  |
|  | Other Financing Sources |  | 5,400 |  |  |
|  | Total Revenue |  |  |  | 854,798 |
|  |  |  |  |  |  |
| **Fund Balance:** | Fund Balance , July 1, 2020 |  | 108,865 |  |  |
|  |  Nonspendable - Inventory |  | 0 |  |  |
|  |  Nonspendable - Prepaid Expenditures |  | 0 |  |  |
|  |  Unassigned - Other |  | 0 |  |  |
|  |  Committed for Unemployment  |  | 0 |  |  |
|  | Unassigned Fund Balance |  |  |  | 108,865 |
|  |  |  |  |  |  |
|  | Total Available to Appropriate |  |  |  | 963,663 |

Be it further resolved that $880,712 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 |  |  |  | 816,712 |
|  | Other Financing Uses |  |  |  | 64,000 |
|  | Total Appropriated |  |  |  | 880,712 |

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 Bowen, supported by Lingeman, Resolved, that this resolution shall be the special revenue appropriations of Central Montcalm Public School for the fiscal year **2020-2021**, 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 **2020-2021** are as follows:

REVENUES: Other Transactions 275,000

 Total Revenue 275,000

FUND BALANCE: Fund Balance, July 1, 2020 218,353

 Unassigned Fund Balance 218,353

 Total available to appropriate 493,353

Be it further resolved that $275,000 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 275,000

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 Ryan, supported by Hopkins, that the Board ratify the established date of Sunday, August 9, 2020 at 2:00 p.m., for commencement for the Class of 2020. The event will be conducted in accordance with applicable Executive Orders in place at that time. Those in favor 6, opposed 0.

President Simpson introduced the Consent Agenda. Motion by Lingeman, supported by Hopkins, that the Consent Agenda, be approved, as follows:

1. To approve District’s participation in the MHSAA for 2020-2021.
2. To ratify the employ Abigail Seamon, Jill Tobey and Michelle Rockafellow as K-3 Literacy Teachers, effective June 8, 2020.
3. To accept the resignation of Nancy Jerry from her Advisor and Teacher positions, effective July 31, 2020.
4. To accept the resignation of Arthur Campione from his professional position and coaching position, effective June 1, 2020.
5. To ratify the renewal of Tyler Parish’s athletic trainer position, effective July 1, 2020.
6. To employ James Stabile as a probationary teacher, effective the 2020-2021 school year, contingent upon criminal background and unprofessional conduct checks.
7. To employ Duane Howe as the Varsity Basketball Coach, effective the 2020-2021 season.

Those in favor 6, opposed 0. Motion carried.

Motion by Lingeman, supported by Lund, that the Board of Education approve the final schematic design and pricing package proposed by MOSS, in accordance with District specifications, at a cost of $110,108.53; and that the Superintendent be authorized to sign any necessary documentation. Those in favor 6, opposed 0. Collins abstained from voting.

Motion by Bowen, supported by Lingeman, that the Board of Education has reviewed and approves the proposed syllabus for virtual education classes K-12; and that it be incorporated into our class offerings for SY 2020-2021. Those in favor 6, opposed 0.

Motion by Ryan, supported by Lingeman, that the Board of Education establish the annual organizational meeting for Monday, July 20, 2020 at 7:00 p.m.. Those in favor 6, opposed 0. Motion carried.

Motion by Hopkins, supported by Lund, that the Board of Education hereby approves a request to graduate early received of Brooke Hopkins, who is eligible in accordance with the CMHS handbook, to graduate with the Class of 2021. Yeas: Nays: Hopkins abstained from voting. Motion carried.

Meeting adjourned at 8:11 p.m.

Respectfully submitted,

Bill Collins, Secretary