

Ithaca, Michigan  
February 20, 2019

The regular meeting of the Gratiot-Isabella Regional Education Service District (RES D) was held at Winding Brook Conference Centre on Wednesday, February 20, 2019. The meeting was called to order at 5:00 p.m. by Board of Education President Dr. Timm Thorsen. Members present were: Dr. Cheri Booth, Bill Henderson, Matthew Showalter, Don Schurr, Tom Steere, and Dr. Timm Thorsen. Member absent: Ed Lorenz. Also present were Dr. Jan Amsterburg, Superintendent; Wendy Giles, Administrative Assistant to the Superintendent; Martin Combs, Associate Superintendent for Special Services; Kevin Kolb, Associate Superintendent for Finance; Dr. Kathy Peasley, Associate Superintendent for Instruction; Kim Onstott, Employment Programs Administrator; Matt McMahon, Associate Superintendent for Technology; Doug Bush, Associate Superintendent for CTE.

Visitors present were: Lee Aldrich, Laura Campbell, Matt Campbell, Brant Clark, Dan Lynch, John McClintic, Jim Monroe, Marc Raycraft, Adam Terwilliger. Visitors were present to voice their opinions on the DNR Research project currently going on Forest Hill Nature Area.

Minutes of the Regular Meeting of January 16, 2019 were presented for approval. A motion was made by Matthew Showalter and supported by Bill Henderson to approve the minutes as submitted. Motion carried 6-0.

Financial Statements and Claims for the month of January were presented and reviewed. Claims for the month of January were presented in the amount of \$2,601,250.03. A motion was made by Matthew Showalter and supported by Don Schurr to approve the claims as presented. Motion carried 6-0.

Kevin Kolb presented Budget Amendments for the General Fund, Special Education Fund, Vocational Education Fund, Cooperative Education Fund, Funded Projects Fund, Debt Services Fund, Capital Projects Fund, and Middle Michigan Network for Educational Telecommunications (MMNET). After discussion a motion was made by Tom Steere and supported by Dr. Cheri Booth to approve the Budget Amendments as presented. Motion carried 6-0.

Gratiot-Isabella Regional Education Service District  
 General Fund  
 Proposed Budget Amendments  
 2018/2019

	Current Budget	Proposed Amendments	Proposed Amended Budget
Revenues			
Local Sources	\$ 1,021,275	\$ 43,745	\$ 1,065,020
State Sources	2,612,732	(159,495)	2,453,237
Federal Sources	-	-	-
Other Sources	909,210	38,853	948,063
Total Revenues	<u>4,543,217</u>	<u>(76,897)</u>	<u>4,466,320</u>
Expenditures			
Support Services			
Pupil Services	82,901	1,176	84,077
Instructional Staff	953,540	60,068	1,013,608
General Administration	529,420	2,771	532,191
Business Services	1,193,856	80,440	1,274,296
Operations And Maintenance	276,826	(55,111)	221,715
Central	1,101,108	6,567	1,107,675
Total Expenditures	<u>4,137,651</u>	<u>95,911</u>	<u>4,233,562</u>
Revenues Over (Under) Expenditures	<u>405,566</u>	<u>(172,808)</u>	<u>232,758</u>
Other Financing Sources (Uses)			
Operating Transfers In	881,780	165,907	1,047,687
Operating Transfers (Out)	(1,390,888)	2,471	(1,388,417)
Net Change In Fund Balance	(103,542)	(4,430)	(107,972)
Fund Balance - Beginning	2,981,295	145,249	3,126,544
Fund Balance - Ending	<u>\$2,877,753</u>	<u>\$ 140,819</u>	<u>\$3,018,572</u>

ok

Done

**Gratiot-Isabella Regional Education Service District**  
**Special Education Fund**  
**Proposed Budget Amendments**  
**2018/2019**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$ 12,227,387	\$ (203,091)	\$ 12,024,296
State Sources	6,064,490	454,263	6,518,753
Federal Sources	4,032,178	60,751	4,092,929
Other Sources	250,000	71,811	321,811
<b>Total Revenues</b>	<u>22,574,055</u>	<u>383,734</u>	<u>22,957,789</u>
<b>Expenditures</b>			
<b>Instruction</b>			
Added Needs	8,426,248	97,982	8,524,230
<b>Total Instruction</b>	<u>8,426,248</u>	<u>97,982</u>	<u>8,524,230</u>
<b>Support Services</b>			
Pupil Services	6,670,474	166,699	6,837,173
Instructional Staff	129,611	4,872	134,483
General Administration	331,086	(1,718)	329,368
School Administration	718,081	27,405	745,486
Business Services	255,369	2,429	257,798
Operations And Maintenance	258,073	24,372	282,445
Pupil Transportation	3,407,000	-	3,407,000
Central	144,071	16,583	160,654
<b>Total Support Services</b>	<u>11,913,765</u>	<u>240,642</u>	<u>12,154,407</u>
Community Services	43,844	(8,805)	35,039
Other	2,400,000	(51,332)	2,348,668
<b>Total Expenditures</b>	<u>22,783,857</u>	<u>278,487</u>	<u>23,062,344</u>
<b>Revenues Over (Under) Expenditures</b>	<u>(209,802)</u>	<u>105,247</u>	<u>(104,555)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	878,000	200,000	1,078,000
Operating Transfers (Out)	(862,212)	(84,560)	(946,772)
<b>Net Change In Fund Balance</b>	<u>(194,014)</u>	<u>220,687</u>	<u>26,673</u>
<b>Fund Balance - Beginning</b>	3,950,225	240,280	4,190,505
<b>Fund Balance - Ending</b>	<u>\$ 3,756,211</u>	<u>\$ 460,967</u>	<u>\$ 4,217,178</u>

ok

Done

**Gratiot-Isabella Regional Education Service District**  
**Cooperative Education Fund**  
**Proposed Budget Amendments**  
**2018/2019**

	Current Budget	Proposed Amendments	Proposed Amended Budget
<b>Revenues</b>			
Local Sources	\$ 1,065,190	\$ (38,087)	\$ 1,027,103
Non-Educational Entity or Political Subdivision	46,391	(1,679)	44,712
State Sources	357,824	246,811	604,635
Federal Sources	420,698	(105,353)	315,345
Other Sources	190,859	(29,190)	161,669
Total Revenues	<u>2,080,962</u>	<u>72,502</u>	<u>2,153,464</u>
<b>Expenditures</b>			
Support Services			
Pupil Services	486,477	(21,793)	464,684
Instructional Staff	389,784	(168,845)	220,939
Business Services	7,000	-	7,000
Operations And Maintenance	820,138	(26,579)	793,559
Central	275,278	2,860	278,138
Other Support Services	8,080	4,499	12,579
Total Support Services	<u>1,986,757</u>	<u>(209,858)</u>	<u>1,776,899</u>
Community Services	76,343	195,390	271,733
Other	210,000	188,975	398,975
Total Expenditures	<u>2,273,100</u>	<u>174,507</u>	<u>2,447,607</u>
Revenues Over (Under) Expenditures	<u>(192,138)</u>	<u>(102,005)</u>	<u>(294,143)</u>
Other Financing Sources (Uses)			
Operating Transfers In	862,888	47,529	910,417
Operating Transfers (Out)	(690,637)	69,920	(620,717)
Net Change In Fund Balance	(19,887)	15,444	(4,443)
Fund Balance - Beginning	1,532,518	34,761	1,567,279
Fund Balance - Ending	<u>\$ 1,512,631</u>	<u>\$ 50,205</u>	<u>\$ 1,562,836</u>

ok

Done

**Gratiot-Isabella Regional Education Service District**  
**Funded Projects Fund**  
**Proposed Budget Amendments**  
**2018/2019**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$ 4,964	\$ (1,488)	\$ 3,476
State Sources	145,211	15,857	\$ 161,068
Federal Sources	2,258,635	(49,727)	2,208,908
Total Revenues	<u>2,408,810</u>	<u>(35,358)</u>	<u>2,373,452</u>
<b>Expenditures</b>			
General Administration	16,964	(2,825)	14,139
Business Services	51,588	13,148	64,736
Operations And Maintenance	302,711	10,232	312,943
Central	6,285	1,883	8,168
Community Services	1,932,549	(24,552)	1,907,997
Other	98,285	(33,241)	65,044
Total Expenditures	<u>2,408,382</u>	<u>(35,355)</u>	<u>2,373,027</u>
Revenues Over (Under) Expenditures	<u>428</u>	<u>(3)</u>	<u>425</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	-	-	
Operating Transfers (Out)	-	-	
Net Change In Fund Balance	<u>428</u>	<u>(3)</u>	<u>425</u>
Fund Balance - Beginning	23,238	(9)	23,229
Fund Balance - Ending	<u>\$ 23,666</u>	<u>\$ (12)</u>	<u>\$ 23,654</u>

ok

Done

**Gratiot-Isabella Regional Education Service District**  
**Capital Projects Fund**  
**Proposed Budget Amendments**  
**2018/2019**

	Current Budget	Proposed Amendments	Proposed Amended Budget
Revenues			
Local Sources	\$ 550	\$ 22,450	\$ 23,000
Federal Sources	-	-	-
Total Revenues	<u>550</u>	<u>22,450</u>	<u>23,000</u>
Expenditures			
Facilities Acquisition, Construction, and Improvements	<u>200,000</u>	<u>150,000</u>	<u>350,000</u>
Total Expenditures	<u>200,000</u>	<u>150,000</u>	<u>350,000</u>
Revenues Over (Under) Expenditures	<u>(199,450)</u>	<u>(127,550)</u>	<u>(327,000)</u>
Other Financing Sources (Uses)			
Operating Transfers In	300,000	(300,000)	-
Operating Transfers (Out)	<u>(84,695)</u>	<u>-</u>	<u>(84,695)</u>
Net Change In Fund Balance	15,855	(427,550)	(411,695)
Fund Balance - Beginning	1,763,485	208,480	1,971,965
Fund Balance - Ending	<u>\$ 1,779,340</u>	<u>\$ (219,070)</u>	<u>\$ 1,560,270</u>

Middle Michigan Network for Educational Telecommunications  
Proposed Budget Amendments  
2018/2019

	Current Budget	Proposed Amendments	Proposed Amended Budget
<b>Revenues</b>			
Interest Income	\$ 3,500	\$ -	\$ 3,500
Miscellaneous Income	-	-	-
Direct Access-Non Member	316,283	20,050	336,333
Direct Access Members	72,590	-	72,590
Total Revenues	<u>392,373</u>	<u>20,050</u>	<u>412,423</u>
<b>Expenses</b>			
Fingerprinting Costs	200	-	200
Contracted Consultant	185,136	-	185,136
Audit	4,025	-	4,025
Misc Contracted Services	56,675	10,000	66,675
Postage	50	-	50
T-1 Circuit Expense	24,799	-	24,799
Misc Supplies	5,000	-	5,000
MMNet Equipment	6,000	-	6,000
Bank Fees	50	-	50
Internet Fee	88,750	(10,000)	78,750
Depreciation	14,004	-	14,004
Out Trans - Admin Fee	44,000	-	44,000
Total Expenses	<u>428,689</u>	<u>-</u>	<u>428,689</u>
Change in Net Position	<u>(36,316)</u>	<u>20,050</u>	<u>(16,266)</u>
Net Position - Beginning	633,680	40,694	674,374
Net Position - Ending	<u>\$ 597,364</u>	<u>\$ 60,744</u>	<u>\$ 658,108</u>

ok

Leave requests were presented for Kara Gutierrez, Paraprofessional and added to the Agenda was Angela Krause, Occupational Therapist. A motion was made by Bill Henderson and supported by Dr. Booth to approve the leave requests of Kara Gutierrez through March 31, 2019 and Angela Krause through March 20, 2019. Motion carried 6-0.

Out of State Travel requests were presented for Brad Thornburgh, Math Consultant, to attend the National Conference for Supervisors of Mathematics conference in San Diego, California, March 31 – April 4, 2019 at an approximate cost of \$750.00. Heidi Aldrich, Lisa Reynolds, Martha Stellow and Natalie Anderson are requesting permission to attend the Power School User Group Midwest Conference in Michigan City, Indiana, March 17-20, 2019 at an approximate cost of \$1,140 per individual. A motion was made by Dr. Booth and supported by Tom Steere to approve the above travel requests as presented. Motion carried 6-0.

The Annual Summer Tax Resolution for 2020 was presented for approval. In a roll call vote, the Summer Tax Resolution passed unanimously.



Gratiot-Isabella Regional Education Service District (the "District")

A Regular meeting of the Board of Education (the "Board") was held in the Winding Brook Conference Centre, within the boundaries of the District, on the 20<sup>th</sup> day of February, 2019, at 5 o'clock in the p.m.

The meeting was called to order by Dr. Timm Thorsen, President.

Present: Members Booth, Henderson, Schurr, Showalter, Steere, Thorsen

Absent: Members Lorenz

The following preamble and resolution were offered by Member Showalter and supported by Member Schurr

**WHEREAS**, this Board previously adopted a resolution to impose a summer tax levy to collect 100% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board, pursuant to 1976 PA 451, as amended (the Revised School Code), invokes for 2020 its previously adopted ongoing resolution imposing a summer tax levy of all of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2020 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies before January 1, 2020.

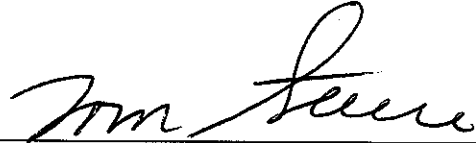
3. Pursuant to and in accordance with Section 1613(1) of the Revised School Code, the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members Booth, Henderson, Schurr, Showalter, Steere, Thorsen

Nays: Members Lorenz

Resolution declared adopted.



Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Gratiot-Isabella RESD, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a Regular meeting held on February 20, 2019, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).



Secretary, Board of Education

A motion was made by Tom Steere and supported by Bill Henderson to approve the following 2019-2020 Work Schedule. Motion carried unanimously.

## 2019-2020 Schedule

### DAILY OFFICE HOURS

8:00 a.m. - 4:30 p.m.

### SUMMER OFFICE HOURS

June 10, 2019 through August 23, 2019 inclusive  
8:00 a.m. to 4:00 p.m. (with a ½ hour lunch)

### OFFICE SCHEDULE

The Gratiot-Isabella Regional Education Service District shall be open Monday through Friday (262 work days—hours above) with the following exceptions.

LEGAL HOLIDAYS	
July 4	Independence Day
September 2	Labor Day
November 28	Thanksgiving Day
December 25	Christmas Day
January 1	New Year's Day
May 25	Memorial Day
OTHER DAYS	
July 5	Friday after Independence Day
November 29	Friday after Thanksgiving
December 23, 24, 26, 27, 30, 31	Christmas Vacation
April 10	Good Friday

The Tyler/Munis Financial Software Contract was discussed. A motion was made by Bill Henderson and supported by Tom Steere to enter into a contract with Tyler/Munis contingent upon negotiating a successful contract. Motion carried 6-0.

NEOLA Board Policies 7530 Lending of Board-Owned Equipment; 7530.02 Staff Use of Personal Communication Devices; 7542 Access to District Technology Resources and/or Information Resources from Personal Communication Devices; and, 7543 Utilization of the District's Website and Remote Access to the District's Network were presented for approval. A motion was made by Matthew Showalter and supported by Dr. Booth to approve the above policies as presented. Motion carried 6-0.

Under the Superintendent's Report, Dr. Amsterburg reported on the following:

- MASA Mid-Winter Conference
- Graduation Alliance (credit recovery model)
- Camille Greening, CTE Counselor at the GI-Tec was the recent recipient of Michigan's ACTE Career Guidance award
- Apex Wind Energy/Kid Wind Energy
- FFHA Judging

CTE Core Performance Indicators (CPI) was presented by Doug Bush, Associate Superintendent for Career Technical Education. Via a Power Point presentation, Doug highlighted the Focus Areas and stated all indicators were met, with 10 points higher than last year. A regional improvement plan is not required.

Doug Bush completed his Director's report with upcoming events: CMMA Block Party 2/21/19, J. Ranck Career Night 3/6/19, GI-Tec Mt. Pleasant Center Career Day 5/10/19. Doug also provided a Marshall Plan update.

Superintendent Amsterburg stated the County Board Winter Dinner Meeting is scheduled for Thursday, March 7, 6:00 p.m. at Winding Brook Conference Centre.

Dr. Kathy Peasley, Associate Superintendent for Instruction, apprised board members on the Pre-Labor Day Waiver and working towards a common calendar with our districts; K-12 Math Curriculum, Early Literacy Network, Kid Wind Energy/APEX.

Kim Onstott, Employment Programs Administrator, reported that fiscal monitoring is currently underway with Great Lakes Bay, held an active shooter training for all service centers that was phenomenal training, welding training with Merrill, community and resource fair at Strickler and Avalon Tahoe is receiving the Impact Award.

Martin Combs, Associate Superintendent for Special Services, reported on suspension/expulsions, radio's and base stations funded through the Michigan State Police School Safety Grant, and a staffing update.

Kevin Kolb, Associate Superintendent for Finance, distributed a handout on vocational education millage payout and discussed the software implementation schedule with the general ledger in the first waive (March 2020) and payroll to follow in waive two.

Being no further business before the Board, a motion to adjourn was made by Bill Henderson and supported by Dr. Booth. President Thorsen adjourned the meeting at 7:10 p.m.

---

Thomas Steere, Secretary

---

Dr. Timm Thorsen, President