

Ithaca, Michigan  
February 19, 2020

The regular meeting of the Gratiot-Isabella Regional Education Service District (RES D) was held at Winding Brook Conference Centre on Wednesday, February 19, 2020. 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, Don Schurr, Matthew Showalter, Tom Steere, and Dr. Timm Thorsen. Member absent: Cathy Hungerford. 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.

Jessica Truax, RESD Interpreter, was also in attendance.

Minutes of the Regular Meeting of January 15, 2020 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 \$3,547,448.58. A motion was made by Tom Steere and supported by Don Schurr to approve the claims as presented. Motion carried 6-0.

A motion was made by Don Schurr and supported by Bill Henderson to approve the hiring of an additional custodian (.2 / 6 hours a week) placed at the Michigan Works facility in Alma. Motion carried 6-0.

A contract for employment was presented for Kevin O'Brien, Technical Assistant, at an annual rate of \$40,000. A motion was made by Bill Henderson and supported by Don Schurr to approve the employment of Kevin O'Brien as presented. Motion carried 6-0.

Due to the reduction of students in the Deaf and Hard of Hearing Program, a recommendation was made by Martin Combs to layoff Kate Pifer, Teacher of the Hearing Impaired, effective at the end of her contract of employment, June 30, 2020. Per Mr. Combs recommendation, a motion was made by Matthew Showalter and supported by Tom Steere to layoff Kate Pifer as presented. Motion carried 6-0.

A motion was made by Matthew Showalter and supported by Tom Steere to approve the payment to Gratiot County on the RESDs cost-sharing percentage on legal fees for wind turbine MTT cases, second half of 2019. The amount of the invoice is \$52,051.86. 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 Bill Henderson and supported by Tom Steere to approve the Budget Amendments as presented. Motion carried 6-0.

**Gratiot-Isabella Regional Education Service District**  
**General Fund**  
**Proposed Budget Amendments**  
**2019/2020**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$1,075,545	\$ 124,318	\$1,199,863
State Sources	2,959,911	167,259	3,127,170
Federal Sources	-	-	-
Other Sources	1,014,089	(7,683)	1,006,406
<b>Total Revenues</b>	<u>5,049,545</u>	<u>283,894</u>	<u>5,333,439</u>
<b>Expenditures</b>			
<b>Support Services</b>			
Pupil Services	86,451	294,463	380,914
Instructional Staff	1,153,616	88,087	1,241,703
General Administration	544,289	51,388	595,677
Business Services	1,321,761	1,115	1,322,876
Operations And Maintenance	232,460	(7,423)	225,037
Central	1,127,267	30,563	1,157,830
<b>Total Support Services</b>	<u>4,465,844</u>	<u>458,193</u>	<u>4,924,037</u>
Other	294,500		
<b>Total Expenditures</b>	<u>4,760,344</u>	<u>458,193</u>	<u>4,924,037</u>
<b>Revenues Over (Under) Expenditures</b>	<u>289,201</u>	<u>(174,299)</u>	<u>409,402</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	1,048,000	129,848	1,177,848
Operating Transfers (Out)	(1,706,875)	(214,239)	(1,921,114)
<b>Net Change In Fund Balance</b>	<u>(369,674)</u>	<u>(258,690)</u>	<u>(333,864)</u>
<b>Fund Balance - Beginning</b>	3,025,445	146,659	3,172,104
<b>Fund Balance - Ending</b>	<u>\$2,655,771</u>	<u>\$ (112,031)</u>	<u>\$2,838,240</u>

**Gratiot-Isabella Regional Education Service District**  
**Special Education Fund**  
**Proposed Budget Amendments**  
**2019/2020**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$12,614,947	\$ 75,960	\$12,690,907
State Sources	6,380,477	184,848	6,565,325
Federal Sources	4,131,750	(4,961)	4,126,789
Other Sources	330,000	35,803	365,803
<b>Total Revenues</b>	<u>23,457,174</u>	<u>291,650</u>	<u>23,748,824</u>
<b>Expenditures</b>			
<b>Instruction</b>			
Added Needs	8,737,419	(76,921)	8,660,498
<b>Total Instruction</b>	<u>8,737,419</u>	<u>(76,921)</u>	<u>8,660,498</u>
<b>Support Services</b>			
Pupil Services	7,061,121	119,325	7,180,446
Instructional Staff	115,011	4,199	119,210
General Administration	337,605	3,190	340,795
School Administration	745,068	2,714	747,782
Business Services	304,835	461	305,296
Operations And Maintenance	284,180	3,242	287,422
Pupil Transportation	3,407,500	100	3,407,600
Central	162,869	(4,009)	158,860
<b>Total Support Services</b>	<u>12,418,189</u>	<u>129,222</u>	<u>12,547,411</u>
Community Services	30,795	-	30,795
Other	2,050,000	247,559	2,297,559
<b>Total Expenditures</b>	<u>23,236,403</u>	<u>299,860</u>	<u>23,536,263</u>
<b>Revenues Over (Under) Expenditures</b>	<u>220,771</u>	<u>(8,210)</u>	<u>212,561</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	838,000	2,000	840,000
Operating Transfers (Out)	(987,719)	(85,729)	(1,073,448)
<b>Net Change In Fund Balance</b>	71,052	(91,939)	(20,887)
<b>Fund Balance - Beginning</b>	4,853,305	228,681	5,081,986
<b>Fund Balance - Ending</b>	<u>\$ 4,924,357</u>	<u>\$ 136,742</u>	<u>\$ 5,061,099</u>

**Gratiot-Isabella Regional Education Service District**  
**Vocational Education Fund**  
**Proposed Budget Amendments**  
**2019/2020**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$2,878,500	\$ 38,595	\$2,917,095
State Sources	1,017,280	(393,049)	624,231
Federal Sources	406,108	52,535	458,643
<b>Total Revenues</b>	<u>4,301,888</u>	<u>(301,919)</u>	<u>3,999,969</u>
<b>Expenditures</b>			
<b>Instruction</b>			
Added Needs	30,000	-	30,000
<b>Total Instruction</b>	<u>30,000</u>	<u>-</u>	<u>30,000</u>
<b>Support Services</b>			
Pupil Services	592,000	(377,486)	214,514
Instructional Staff	606,930	(217,068)	389,862
General Administration	10,000	-	10,000
Business Services	27,100	7,000	34,100
Pupil Transportation	15,000	(10,000)	5,000
Central	3,000	130	3,130
<b>Total Support Services</b>	<u>1,254,030</u>	<u>(597,424)</u>	<u>656,606</u>
<b>Other</b>			
Payments to Other Schools	3,246,956	386,449	3,633,405
Site Acquisition	-	-	-
<b>Total Expenditures</b>	<u>4,530,986</u>	<u>(210,975)</u>	<u>4,320,011</u>
<b>Revenues Over (Under) Expenditures</b>	<u>(229,098)</u>	<u>(90,944)</u>	<u>(320,042)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	-	-	-
Operating Transfers (Out)	(80,000)	-	(80,000)
<b>Net Change In Fund Balance</b>	<u>(309,098)</u>	<u>(90,944)</u>	<u>(400,042)</u>
<b>Fund Balance - Beginning</b>	668,200	214,660	882,860
<b>Fund Balance - Ending</b>	<u>\$ 359,102</u>	<u>\$ 123,716</u>	<u>\$ 482,818</u>

**Gratiot-Isabella Regional Education Service District**  
**Cooperative Education Fund**  
**Proposed Budget Amendments**  
**2019/2020**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$1,522,370	\$ 56,441	\$1,578,811
Non-Educational Entity or Political Subdivision	119,867	6,496	126,363
State Sources	418,528	21,205	439,733
Federal Sources	313,015	91,205	404,220
Other Sources	161,669	42,800	204,469
<b>Total Revenues</b>	<u>2,535,449</u>	<u>218,147</u>	<u>2,753,596</u>
<b>Expenditures</b>			
<b>Support Services</b>			
Pupil Services	519,928	81,287	601,215
Instructional Staff	167,800	60,235	228,035
Business Services	7,000	(875)	6,125
Operations And Maintenance	1,066,474	15,085	1,081,559
Central	622,618	49,204	671,822
Other Support Services	115,580	420	116,000
<b>Total Support Services</b>	<u>2,499,400</u>	<u>205,356</u>	<u>2,704,756</u>
Community Services	359,664	91,339	451,003
Other	215,000	56,358	271,358
<b>Total Expenditures</b>	<u>3,074,064</u>	<u>353,053</u>	<u>3,427,117</u>
<b>Revenues Over (Under) Expenditures</b>	<u>(538,615)</u>	<u>(134,906)</u>	<u>(673,521)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	1,303,775	384,939	1,688,714
Operating Transfers (Out)	(720,513)	(203,887)	(924,400)
<b>Net Change In Fund Balance</b>	44,647	46,146	90,793
<b>Fund Balance - Beginning</b>	1,686,140	282,364	1,968,504
<b>Fund Balance - Ending</b>	<u>\$1,730,787</u>	<u>\$ 328,510</u>	<u>\$2,059,297</u>

**Gratiot-Isabella Regional Education Service District**  
**Funded Projects Fund**  
**Proposed Budget Amendments**  
**2019/2020**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$ 4,864	\$ 180	\$ 5,044
State Sources	145,295	202,321	\$ 347,616
Federal Sources	2,366,776	5,655	2,372,431
<b>Total Revenues</b>	<u>2,516,935</u>	<u>208,156</u>	<u>2,725,091</u>
<b>Expenditures</b>			
Business Services	71,127	(9,924)	61,203
Operations And Maintenance	328,660	(42,651)	286,009
Central	9,312	(3,434)	5,878
Community Services	2,107,586	263,985	2,371,571
<b>Total Expenditures</b>	<u>2,516,685</u>	<u>207,976</u>	<u>2,724,661</u>
<b>Revenues Over (Under) Expenditures</b>	<u>250</u>	<u>180</u>	<u>430</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	-	-	
Operating Transfers (Out)	-	-	
<b>Net Change In Fund Balance</b>	<u>250</u>	<u>180</u>	<u>430</u>
<b>Fund Balance - Beginning</b>	<u>23,224</u>	<u>1</u>	<u>23,225</u>
<b>Fund Balance - Ending</b>	<u><u>\$ 23,474</u></u>	<u><u>\$ 181</u></u>	<u><u>\$ 23,655</u></u>

**Gratiot-Isabella Regional Education Service District**  
**Debt Service Funds**  
**Proposed Budget Amendments**  
**2019/2020**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$ 1	\$ (1)	\$ -
Federal Sources	-	-	-
Total Revenues	<u>1</u>	<u>(1)</u>	<u>-</u>
<b>Expenditures</b>			
Outgoing Transfers And Other Transactions			
Debt Service	84,695	-	84,695
Total Expenditures	<u>84,695</u>	<u>-</u>	<u>84,695</u>
Revenues Over (Under) Expenditures	<u>(84,694)</u>	<u>(1)</u>	<u>(84,695)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	84,600	(1)	84,599
Operating Transfers (Out)	-	-	-
Net Change In Fund Balance	<u>(94)</u>	<u>(2)</u>	<u>(96)</u>
Fund Balance - Beginning	96	-	96
Fund Balance - Ending	<u>\$ 2</u>	<u>\$ (2)</u>	<u>\$ -</u>

**Gratiot-Isabella Regional Education Service District**  
**Capital Projects Fund**  
**Proposed Budget Amendments**  
**2019/2020**

	<u>Current Budget</u>	<u>Proposed Amendments</u>	<u>Proposed Amended Budget</u>
<b>Revenues</b>			
Local Sources	\$ 25,000	\$ 7,000	\$ 32,000
Federal Sources	-	-	-
Total Revenues	<u>25,000</u>	<u>7,000</u>	<u>32,000</u>
<b>Expenditures</b>			
Facilities Acquisition, Construction, and Improvements	<u>350,000</u>	<u>-</u>	<u>350,000</u>
Total Expenditures	<u>350,000</u>	<u>-</u>	<u>350,000</u>
Revenues Over (Under) Expenditures	<u>(325,000)</u>	<u>7,000</u>	<u>(318,000)</u>
<b>Other Financing Sources (Uses)</b>			
Operating Transfers In	300,000	-	300,000
Operating Transfers (Out)	<u>(84,600)</u>	<u>1</u>	<u>(84,599)</u>
Net Change In Fund Balance	(109,600)	7,001	(102,599)
Fund Balance - Beginning	1,816,170	100,086	1,916,256
Fund Balance - Ending	<u>\$1,706,570</u>	<u>\$ 107,087</u>	<u>\$1,813,657</u>



Middle Michigan Network for Educational Telecommunications  
Proposed Budget Amendments  
2019/2020

	Current Budget	Proposed Amendments	Proposed Amended Budget
<b>Revenues</b>			
Interest Income	\$ 10,000	\$ 500	\$ 10,500
Miscellaneous Income	-	-	-
Direct Access-Non Member	305,783	5,650	311,433
Direct Access Members	90,000	-	90,000
<b>Total Revenues</b>	<b>405,783</b>	<b>6,150</b>	<b>411,933</b>
<b>Expenses</b>			
Contracted Consultant	190,721	5,297	196,018
Audit	4,200	-	4,200
Misc Contracted Services	62,275	(10,000)	52,275
Postage	50	-	50
T-1 Circuit Expense	24,799	-	24,799
Office Supplies	500	-	500
Misc Supplies	5,000	1,000	6,000
MMNet Equipment	6,000	1,000	7,000
Bank Fees	100	-	100
Internet Fee	57,186	856	58,042
Depreciation	10,341	-	10,341
Miscellaneous	-	500	500
Out Trans - Admin Fee	44,000	-	44,000
<b>Total Expenses</b>	<b>405,172</b>	<b>(1,347)</b>	<b>403,825</b>
<b>Change in Net Position</b>	<b>611</b>	<b>7,497</b>	<b>8,108</b>
<b>Net Position - Beginning</b>	<b>669,921</b>	<b>44,740</b>	<b>714,661</b>
<b>Net Position - Ending</b>	<b>\$ 670,532</b>	<b>\$ 52,237</b>	<b>\$ 722,769</b>

A motion was made by Tom Steere and supported by Bill Henderson to approve the following 2020-2021 Work Schedule. Motion carried unanimously.

### 2020-2021 Schedule

**DAILY OFFICE HOURS** 8:00 a.m. - 4:30 p.m.

**SUMMER OFFICE HOURS** June 8, 2020 through August 21, 2020 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 (261 work days—hours above) with the following exceptions.

<b>LEGAL HOLIDAYS</b>	
July 3	Independence Day
September 7	Labor Day
November 26	Thanksgiving Day
December 25	Christmas Day
January 1	New Year's Day
May 31	Memorial Day
<b>OTHER DAYS</b>	
November 27	Friday after Thanksgiving
December 23, 24, 28, 29, 30, 31	Christmas Vacation
April 2	Good Friday

NEOLA Board Policy revisions were presented for 1615 Use of Tobacco by Administrators; 3215 Use of Tobacco by Professional Staff; 4215 Use of Tobacco by Classified Staff; 5512 Use of Tobacco by Students; and 7434 Use of Tobacco on School Premises. A motion was made by Bill Henderson and supported by Matthew Showalter to approve the above policies as presented. Motion carried 6-0.

The Superintendent Evaluation was moved to the end of the Agenda.

Added to the Agenda was an Out of State Travel request for Gary Pattison, System Engineer, requesting permission to attend the Power School User Group Midwest Conference in Michigan City, Indiana, March 16-18, 2020. A motion was made by Tom Steere and supported by Dr. Booth to approve the above travel request for Gary Pattison as presented. Motion carried 6-0.

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

- Regional Enhancement Millage
- Employee Recognition, August 25, 2020 – new date and format
- Tour of the Alma Opera House
- Meeting with new MSU Extension Director
- FHNA new structure update
- SET SEG's new Skilled Trade Scholarship

The legislative update was deleted from the agenda.

Superintendent Amsterburg provided an update on the upcoming Headlee Restoration Millage on March 10, 2020.

Dr. Amsterburg provided information on the upcoming County Board Dinner & Presentation on March 17, 2020 with speaker Dr. Stephanie Grant.

Dr. Kathy Peasley, Associate Superintendent for Instruction, apprised board members on Early Literacy, Mental Health, MSU Extension Services; Munetrix, Boardworks, SCECH's; fall professional development day.

Kim Onstott, Employment Programs Administrator, reported the Great Lakes Bay Annual Meeting is scheduled on Friday, February 28 at the Horizons Center in Saginaw; will have a contract of employment at the March meeting for a success coach; Mt. Pleasant GI-TEC is offering CNA training the end of March to Mt. Pleasant Adult Education participants.

Matt McMahon, Associate Superintendent for Technology, updated board members on staff, services and technology activities. He also attended an Alma Aspires meeting to look at how the City of Alma can foster and encourage high speed broadband.

Doug Bush, Associate Superintendent for Career Technical Education, reported on the GI TEC Open House on February 6; CTE Oversight meeting highlights; Marshall Plan updates; and upcoming events.

Kevin Kolb, Associate Superintendent for Finance, distributed a handout on vocational education millage payout and discussed the Community Health Magazine that will be mailed to all RESD employees.

Martin Combs, Associate Superintendent for Special Services, reported on special education professional development opportunities; programming; deaf and hard of hearing program transition; SEI program move from Kinney to Mt. Pleasant High School; and a staffing update.

There was a short recess from 7:25 – 7:32 p.m.

Per Superintendent Amsterburg's request, a motion was made by Matthew Showalter and supported by Don Schurr to go into closed session to discuss the superintendent's evaluation. In a roll call vote, all members voted yes to commence an executive session of the Board of Education. The Board approved the motion at 7:32 p.m. President Thorsen reconvened the regular session of the Board at 8:43 p.m.

Being no further business before the Board, a motion to adjourn was made by Matthew Showalter and supported by Bill Henderson. President Thorsen adjourned the meeting at 8:44 p.m.

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Thomas Steere, Secretary

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Dr. Timm Thorsen, President