

CHIPPEWA VALLEY SCHOOLS
19120 Cass Avenue
Clinton Township, MI 48038
586-723-2000

June 18, 2012
6:30 p.m.

Regular Meeting
Administration Building

A. Call to order and Pledge of Allegiance

B. Additions/Deletions

C. Breakfast Program Hearing

D. Budget Hearing

E. Recognition/Presentations

1. MiPHY Report

Dr. Charlene McGunn

F. From the Community

G. 1. General Consent Agenda

a. Approve minutes of:

- Special Meeting held on June 11, 2011 (minutes are posted on the district website @ chippewavalleyschools.org)

b. Approve Financial Reports

c. Personnel Transactions

H. Old Business

I. New Business

1. Change Order Summary Reports - May 2012

Mr. Sederlund

2. Approve Bid Award for Technology Package 10 T-07

Mr. Sederlund

3. Approve Computer Purchase for IAM Program

Mr. Sederlund

4. Approve 2012/2013 Breakfast Program

Mr. Sederlund

5. Approve Breakfast and Lunch Prices for 2012/2013

Mr. Sederlund

6. Approve 2012/2013 Appropriation Act for General and Special Revenue Funds

Mr. Sederlund

7. Approve Year-End Accounting Procedures

Mr. Sederlund

8. Approve GASB 54 Resolution

Mr. Sederlund

9. Annual Bid Award with Premier Electronics

Mr. Sederlund

10. Approve Personnel Transaction – Hire of an Administrator

Mr. Roberts

J. Union Communication

K. Administration Reports

L. Curriculum Updates

M. Of and by Board Members

N. Executive Session (8.c. Negotiations)

O. Adjournment

Future Meetings

July 16, 2011

6:15 p.m.

Organizational Meeting

July 16, 2011

6:30 p.m.

Regular Meeting

A. Call to order and Pledge of Allegiance

B. Additions/Deletions

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|-----|---|---------------|
| 1. | Change Order Summary Reports - May 2012 | Mr. Sederlund |
| 2. | Approve Bid Award for Technology Package 10 T-07 | Mr. Sederlund |
| 3. | Approve Computer Purchase for IAM Program | Mr. Sederlund |
| 4. | Approve 2012/2013 Breakfast Program | Mr. Sederlund |
| 5. | Approve Breakfast and Lunch Prices for 2012/2013 | Mr. Sederlund |
| 6. | Approve 2012/2013 Appropriation Act for General and Special Revenue Funds | Mr. Sederlund |
| 7. | Approve Year-End Accounting Procedures | Mr. Sederlund |
| 8. | Approve GASB 54 Resolution | Mr. Sederlund |
| 9. | Annual Bid Award with Premier Electronics | Mr. Sederlund |
| 10. | Approve Personnel Transaction – Hire of an Administrator | Mr. Roberts |

REGULAR MEETING

June 18, 2012
6:30 p.m.

MEMORANDUM

I.1 Approve Change Order Summary Report for May 2012 Mr. Sederlund

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the 2010 Bond Issue change order summary report for the month of May 2012.”

RATIONALE: This work consists of changes to existing contracts for the purpose of Owner requested work, deducts, code compliance, and hidden conditions on the construction projects. All amounts are within the contingency budget allocation.

This report was reviewed with the Building and Site Sub-Committee on Monday, June 04, 2012 and funding will come from the 2010 Building & Site Funds.

MEMORANDUM

I.2 Approve Bid Award for Technology Package 10-T07

Mr. Sederlund

RECOMMENDED MOTION: That the Chippewa Valley Schools Board of Education award the following contracts for Bid Package 10-T07:

17100 - Complete Communications, Inc.	\$50,065.77
17110 - Complete Communications, Inc.	\$178,294.27
17230A - reject all bids	
17230B - Netech Corporation	\$45,717.09
17460 - AVI Systems	\$66,876.00

RATIONALE: This project consists of low voltage cabling for high school summer renovation, UPS equipment for technology closets, computer equipment for Shawnee Elementary and studio equipment for CVC-TV.

This information was reviewed with the Building & Site Sub-Committee on Monday, June 4, 2012 and funding is available within the 2010 Building & Site Funds.

REGULAR MEETING

June 18, 2012
6:30 p.m.

MEMORANDUM

I. 3 Approve Computer Purchase for IAM Program

Mr. Sederlund

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve Netech Corporation for the purchase of 140 computer systems at the cost of \$149,371.60 for the IAM Program.”

RATIONALE: Aggressive pricing was obtained through the MISD Cooperative Computer Bid PC-2009-1.

The proposal was reviewed and approved by the Technology and Purchasing Offices. Funding will come from the IAM Special Revenue fund for this service.

MEMORANDUM

I.4 Approve 2012/2013 Breakfast Program

Mr. Sederlund

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the Breakfast Program for the 2012/2013 school year as follows:”

Buildings with Free/Reduced applications totaling less than 20% of enrollment in October 2011 be exempt from offering a breakfast program that is in compliance with applicable regulations in 2012/2013. Buildings with applications totaling more than 20% of enrollment in October 2010 that are mandated to offer a breakfast program in 2012/2013 are Clinton Valley Elementary, Cherokee Elementary, Fox Elementary, Huron Elementary, Miami Elementary, Ojibwa Elementary, Ottawa Elementary, Erie Elementary, Algonquin, Wyandot and Iroquois Middle Schools.

RATIONALE: School districts are mandated to offer a breakfast program that is in compliance with USDA and State of Michigan regulations in all buildings unless the district determines after conducting a public hearing to not offer the breakfast program in buildings where free and reduced price applications total less than 20% of building enrollment. Chippewa Valley Schools has not offered the mandated breakfast program in buildings with less than the 20% criteria because of projected low participation, which makes the program not economically feasible.

MEMORANDUM**I.5 Approve Breakfast and Lunch Prices for 2012/2013****Mr. Sederlund**

RECOMMENDED MOTION: "That the Chippewa Valley Schools Board of Education approve Breakfast and Lunch prices effective for the 2012/2013 school year as follows:"

Level	Breakfast	Reduced	Lunch	Reduced	Milk
Elementary	\$1.50	\$0.30	\$2.70	\$0.40	\$0.60
Middle	\$1.50	\$0.30	\$2.95	\$0.40	\$0.60
High	\$1.50	\$0.30	\$2.95	\$0.40	\$0.60
Adult		X	\$4.50	X	X

RATIONALE:
in 2011/2012.

The above prices are the same as they were

MEMORANDUM

I.6 Approve 2012/2013 Appropriation Act for General and Special Revenue Funds**Mr. Sederlund**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education adopt the following resolution to approve the General Fund, Food Service Fund, Building Activities Fund, and Macomb International Academy budgets for the 2012/2013 fiscal year. Further request that the reading of the resolution be waived.”

RESOLVED, that this resolution shall be the General Fund Appropriation Act of Chippewa Valley Schools for fiscal year 2012/2013 to provide for the expenditure of the appropriation; and to provide for the disposition of income received by Chippewa Valley Schools.

BE IT FURTHER RESOLVED that the total revenues and fund balance estimated to be available for appropriations in the General Fund of the Chippewa Valley Schools for the fiscal year 2012/2013 be adopted as follows:

Revenue	
Local	\$18,863,280
State	109,227,545
Federal	5,564,090
Transfers & Others	1,082,290
Total Revenue	\$134,737,205
Estimated Fund Balance July 1, 2012	\$15,918,088
Total Available to Appropriate	\$150,655,293

BE IT FURTHER RESOLVED, that \$137,757,244 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Instruction	
Basic Programs	\$74,591,084
Added Needs	14,587,134
Adult and Continuing Education	160,641

Support Services	
Pupil	12,672,148
Instructional Staff	3,598,574
General Administration	670,508
School Administration	9,165,241
Business	1,915,547
Operations & Maintenance	9,488,168
Transportation	4,128,616
Central	2,647,832
Other Support (Athletics, CTE)	2,101,337
Community Services	1,035,666
Outgoing Transfers & Other	994,748
Total Appropriated	\$137,757,244
Estimated Fund Balance June 30, 2013	\$12,898,049

BE IT FURTHER RESOLVED, that the revenue from the millage levy of 18.000 mills on non-homestead and non-qualified agricultural property be certified and be used towards the District's 2012/2013 operating expenditures. As provided by in the Act related to the Michigan Business Tax, Personal Industrial Property is exempt from the 18 mills and Personal Commercial Property is exempt from 12 of the 18 mills.

RESOLVED, that this resolution shall be the Food Service Appropriation Act of Chippewa Valley Schools for fiscal year 2012/2013 to provide for the expenditure of the appropriation; and to provide for the disposition of income received by Chippewa Valley Schools.

BE IT FURTHER RESOLVED that the total revenues and fund balance estimated to be available for appropriations in the Food Service Fund of the Chippewa Valley Schools for the fiscal year 2012/2013 be as follows:

Revenue	
Local	\$2,139,500
State	145,000
Federal	1,650,000
Transfers & Other	0
Total Revenue	\$3,934,500
Estimated Fund Balance July 1, 2012	\$530,950
Total Available to Appropriate	\$4,465,450

BE IT FURTHER RESOLVED, that \$4,101,000 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	
Wages	\$1,121,500
Employee Benefits	542,500
Food Purchases	1,826,000
Other	317,000
Capital Outlay	64,000
Outgoing Transfers	230,000
Total Appropriated	\$4,101,000
Estimated Fund Balance June 30, 2013	\$364,450

RESOLVED, that this resolution shall be the Building Activities Fund Appropriation Act of Chippewa Valley Schools for fiscal year 2012/2013 to provide for the expenditure of the appropriation; and to provide for the disposition of income received by Chippewa Valley Schools.

BE IT FURTHER RESOLVED that the total revenues and fund balance estimated to be available for appropriations in the Building Activities Fund of the Chippewa Valley Schools for the fiscal year 2012/2013 be adopted as follows:

Revenue	
Local	\$2,010,000
State	0
Federal	0
Transfers & Other	0
Total Revenue	\$2,010,000
Estimated Fund Balance July 1, 2012	\$762,272
Total Available to Appropriate	\$2,772,272

BE IT FURTHER RESOLVED that \$2,010,000 of the total available to appropriate in the Building Activities Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Building Activities	\$2,010,000
Total Appropriated	2,010,000
Estimated Fund Balance June 30, 2013	\$762,272

RESOLVED, that this resolution shall be the International Academy of Macomb Fund Appropriation Act of Chippewa Valley Schools for fiscal year 2012/2013 to provide for the expenditure of the appropriation; and to provide for the disposition of income received by Chippewa Valley Schools.

BE IT FURTHER RESOLVED that the total revenues and fund balance estimated to be available for appropriations in the International Academy of Macomb Fund of the Chippewa Valley Schools for the fiscal year 2012/2013 be adopted as follows:

Revenue	
Local	\$0
State	0
Federal	0
Incoming Transfers & Fund Modifications	\$3,871,741
Total Revenue	\$3,871,741
Estimated Fund Balance July 1, 2012	\$1,823,924
Total Available to Appropriate	\$5,695,665

BE IT FURTHER RESOLVED that \$3,810,774 of the total available to appropriate in the International Academy of Macomb Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Basic Instruction	\$297,000
Support Services	243,600
Payments to Other Schools	2,417,884
Fund Modifications	852,290
Total Appropriated	\$3,810,774
Estimated Fund Balance June 30, 2013	\$1,884,891

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 by the Board.

BE IT FURTHER RESOLVED, that the Superintendent and his designee are 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 amount appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

BE IT FURTHER RESOLVED, that 7.65 mills be certified for levy on all property in the district for the purpose of retiring principal and interest on the voted debt of the district.

This appropriation act resolution is to take effect on July 1, 2012.

RATIONALE: The Uniform Budgeting and Accounting Act require that governmental units including school districts adopt a budget prior to the start of the fiscal year. The 2012-13 budgets for the General Fund, Food Service Fund, Building Activities Fund, and the Macomb International Academy Fund have been prepared by the administration.

The revenue budget for the General Fund has been developed using factors including:

1. a blended general education student increase of 75,
2. an increase in the foundation allowance of \$120 per pupil,
3. continuation of the MPSERS Cost Offset funding,
4. best practice funding of \$52 per pupil (prior year amount was \$100 per pupil),
5. performance funding of \$40 (new funding category for 2012-13), and
6. review and adjustment of other items as appropriate (removes several one-time funding amounts included in prior year budget).

The expenditure budget for the General Fund has been developed using factors including:

1. impact of settled employee group contracts (2012-13 is second year of two year settlements),
2. impact of illustrative rates and premiums for benefits,
3. impact of additional staffing for all day kindergarten and enrollment,
4. impact of retirement contribution increasing from 24.46% to 27.37% (included in adopted state aid act – may change if proposed retirement legislation is adopted), and
5. review and adjustment of other items as appropriate.

REGULAR MEETING

June 18, 2012
6:30 p.m.

MEMORANDUM

I.7 Approve Year-End Accounting Procedures

Mr. Sederlund

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education authorize the Business Office to pay June bills prior to July Board approval to facilitate year-end accounting activities.”

RATIONALE: In order to facilitate the closing of the fiscal year, we request that the Business Office be given the authorization to pay and release bills prior to the July Board of Education Meeting. This will allow the Business Office to release most 2011/12 checks prior to June 30, 2012 decreasing auditing time and the number of accounts payable entries.

This deviation from normal procedures is only requested at the close of the fiscal year.

MEMORANDUM

I.8 Approve GASB 54 Resolution

Mr. Sederlund

RECOMMENDED MOTION: That the Chippewa Valley Schools Board of Education adopt the following resolution approving compliance with GASB 54, designating “Commitment” of fund balance in compliance with GASB 54, and authorizing Assistant Superintendent of Business and Operation to make “Assignments” of fund balance in compliance with GASB 54. Further request that the reading of the resolution be waived.”

RATIONALE: GASB has issued new standards and how fund balance is to be classified and report. The five new classifications replace the previous classifications of reserved and unreserved with sub classifications of either designated or undesignated under unreserved.

Adoption of the resolution identifies the considerations related to GASB 54, designates Commitment fund balance, and gives authorization for designating Assigned fund balance.

REGULAR MEETING

June 18, 2012
6:30 p.m.

MEMORANDUM

I.9 Approve Annual Contract with Premier Electronics

Mr. Sederlund

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve an annual contract with Premier Electronics, with five (5) possible annual contract extensions, in the estimated annual amount of \$40,224.50, for district-wide fire alarm panel inspections, repairs and services for the Maintenance Department.”

RATIONALE: Aggressive pricing was obtained through the public bidding process RFB # 4.1213.

The proposals were reviewed and approved by the Maintenance and Purchasing Offices. Funding will come from the General Fund.

REGULAR MEETING

June 18, 2012
6:30 p.m.

MEMORANDUM

I.10 Approve Personnel Transaction – Hire of an Administrator

Mr. Roberts

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve the appointment of Ms. Judy Pyszk to the position of Pupil Accounting Coordinator effective July 1, 2012, and that a one year (2012/2013) individual employment contract be issued consistent with the terms and conditions of all the Central Office Administrator contracts.”

RATIONALE: Judy is being appointed to fill a vacancy created by a retirement. Judy meets all the qualifications specified for this position.

J. Union Communication

K. Administration Reports

L. Curriculum Updates

M. Of and by Board Members

N. Executive Session (8.c. Negotiations)

O. Adjournment