

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

Regular Meeting  
 Administration Building

June 04, 2012  
 6:30 p.m.

- A. Call to order and Pledge of Allegiance
- B. Additions/Deletions
- C. Recognition/Presentations
  - 1. Science Olympiad
  - 2. Career & Technical Education Celebration
- D. From the Community
- E.
  - 1. General Consent Agenda
    - a. Approve minutes of: (minutes are posted on the district website @ [chippewavalleyschools.org](http://chippewavalleyschools.org))
      - Regular Meeting held on May 21, 2012
    - b. Approve Financial Reports
    - c. Personnel Transactions
- F. Old Business
- G. New Business
  - 1. Approve 2011/2012 Appropriation Act Amendment for General and Special Revenue Funds Mr. Sederlund
  - 2. Approve Resolution for Workers Compensation Excess Insurance Provider and Third Party Administrator Mr. Sederlund
  - 3. Approve Bid Award for Furniture in High School and Elementary Buildings (place holder-materials to be provided in folder) Mr. Sederlund
  - 4. Approve Agreement for Third Party Staffing Services Dr. Reeber
  - 5. Approve Personnel Transaction-Hire of an Administrator (place holder) Mr. Roberts
  - 6. Approve Personnel Transaction-Hire of an Administrator (place holder) Mr. Roberts
- H. Union Communication
- I. Administration Reports
- J. Curriculum Updates
- K. Of and by Board Members
- L. Executive Session (8.h Attorney/Client)
- M. Adjournment

**Future Meetings**

June 04, 2012	5:45 p.m.	Finance Sub-Committee
June 04, 2012	6:30 p.m.	Regular Meeting
June 18, 2012	5:45 p.m.	Finance Sub-Committee
June 18, 2012	6:30 p.m.	Regular Meeting
July 16, 2012	6:30 p.m.	Regular Meeting

**NOTICE OF NONDISCRIMINATION** It is the policy of Chippewa Valley Schools not to discriminate on the basis of race, color, religion, national origin, genetics, ancestry, gender, age, disability, height, weight or marital status in its programs, services, activities, or employment. Inquiries related to nondiscrimination policies should be directed to: Civil Rights Coordinator, Assistant Superintendent of Human Resources, Chippewa Valley Schools Administration, 19120 Cass Avenue, Clinton Township, MI 48038 Phone: 586-723-2090 / Nondiscrimination inquiries related to disability should be directed to: Section 504 Coordinator, Director of Special Services, (same address) Phone: 586-723-2180

A. Call to order and Pledge of Allegiance

B. Additions/Deletions

C. Recognition/Presentations

1. Science Olympiad
2. Career & Technical Education Celebration

D. From the Community

E. 1. General Consent Agenda

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1. Approve 2011/2012 Appropriation Act Amendment for General and Special Revenue Funds Mr. Sederlund
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## MEMORANDUM

G.1 Approve 2011/2012 2<sup>nd</sup> Amended 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 and Macomb International Academy 2<sup>nd</sup> amended budgets for the 2011/2012 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 2011/2012 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 2011/2012 originally adopted June 20, 2011 and amended on December 19, 2011 be amended as follows:

Revenue	
Local	\$20,767,353
State	105,427,335
Federal	5,839,282
Transfers & Others	748,436
 Total Revenue	 \$132,782,406
 Fund Balance July 1, 2011	 \$16,944,274
 Total Available to Appropriate	 \$149,726,680

BE IT FURTHER RESOLVED, that \$133,808,592 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	\$71,707,895
Added Needs	14,311,609
Adult and Continuing Education	158,810

Support Services	
Pupil	12,600,184
Instructional Staff	3,532,908
General Administration	635,917
School Administration	8,235,121
Business	2,635,328
Operations & Maintenance	9,315,190
Transportation	4,040,097
Central	2,472,821
Other Support (Athletics, CTE)	2,062,923
Community Services	1,093,179
Outgoing Transfers & Other	1,006,610
Total Appropriated	\$133,808,592

Estimated Fund Balance June 30, 2012	\$15,918,088
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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 2011/2012 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 International Academy of Macomb Fund Appropriation Act of Chippewa Valley Schools for fiscal year 2011/2012 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 2011/2012 originally adopted June 20, 2011 and amended on December 19, 2011 be amended as follows:

Revenue	
Local	\$0
State	0
Federal	0
Incoming Transfers & Fund Modifications	\$3,742,433
Total Revenue	\$3,742,433
Fund Balance July 1, 2011	\$1,790,458
Total Available to Appropriate	\$5,532,891

BE IT FURTHER RESOLVED that \$3,666,816 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	\$341,000
Support Services	436,198
Payments to Other Schools	2,371,182
Fund Modifications	518,436
Total Appropriated	\$3,666,816
Estimated Fund Balance June 30, 2012	\$1,823,924

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 approval by Board of Education.

RATIONALE: The 201/12012 2<sup>nd</sup> amended budget for the General Fund and the Macomb International Academy Fund has been prepared by the Administration. The primary focus of the 2<sup>nd</sup> amended budget is to update grant related revenue and expenditures to correspond to grant budgets submitted to State. Non grant revenue and expenditures categories are also reviewed and adjusted for significant changes (schedules have been prepared showing adjustments).

With this amendment, General Fund expenditures are projected to exceed General Fund revenue by \$1,026,186 (in the previous December amendment, expenditures exceeded revenue by \$2,537,604).

As with the first amendment of this school year, the second amended budget is primarily attributable to changes in revenues. With the second amended budget, revenues improved by about \$1.6 million due mainly to grant funds (\$700,000), Medicaid payment from the ISD (\$330,000), DTE rebate payment (\$120,000), delinquent property taxes (\$170,000), and miscellaneous other revenue changes (\$300,000).

On the expenditure side, total expenditures increased by a net of only about \$100,000. A decrease in expenditures from health and dental insurance (-\$400,000) and utilities (-\$220,000) was offset by increases in substitute costs (+\$300,000), property tax refunds (+\$375,000) and grant expenditure increases (+\$400,000). All other General Fund expenditures decreased by about \$300,000.

**MEMORANDUM**

**G.2 Approve Resolution for Workers Compensation Excess Insurance Provider and Third Party Administrator Mr. Sederlund**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve Citizens Insurance Company and Citizens Management Inc., respectively, to provide excess insurance coverage and third party administration (TPA) for the 2012/13 period on the Chippewa Valley Schools self-insured workers compensation program and that the Assistant Superintendent for Business and Operations be authorized to execute documents.”

RATIONALE: The current three-year agreement with Citizens Insurance Company and Citizens Management Inc. to provide excess insurance coverage and third party administration on our self-insured worker compensation program ends on June 30, 2012. Citizens Insurance Company and Citizens Management Inc. have been our providers since we began our self-funded workers compensation program on July 1, 2001. Pricing for excess insurance coverage and third party administration was obtained from Citizens and CCSMI. We have been very satisfied with both the cost and service from Citizens.

REGULAR MEETING

June 04, 2012  
6:30 p.m.

**MEMORANDUM**

**G.3 Approve Bid Award for Furniture in High School and Elementary Buildings (a place holder/materials to be provided in folder)**

**Mr. Sederlund**

RECOMMENDED MOTION: “

RATIONALE:

REGULAR MEETING

June 04, 2012  
6:30 p.m.

**MEMORANDUM**

**G.4 Approve Agreement for Third Party Staffing Services**

**Dr. Reeber**

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education enter into a three (3) year agreement with EDUStaff commencing July 2, 2012 and ending June 30, 2015 to purchase third party staffing services.”

RATIONALE: Third party staffing services were bid out and EDUStaff was selected because of its quality service and fee structure.

REGULAR MEETING

June 04, 2012  
6:30 p.m.

**MEMORANDUM**

**G.5 Approve Personnel Transaction-Hire of an Administrator (place holder) Mr. Roberts**

RECOMMENDED MOTION:

RATIONALE:

REGULAR MEETING

June 04, 2012  
6:30 p.m.

**MEMORANDUM**

**G.6 Approve Personnel Transaction-Hire of an Administrator (place holder) Mr. Roberts**

RECOMMENDED MOTION:

RATIONALE:

H. Union Communication

I. Administration Reports

J. Curriculum Updates

K. Of and by Board Members

L. Executive Session (8.h Attorney/Client)

M. Adjournment