



# Take Note...

**February 28, 2005**

## **Attendance and Routine Matters**

## **2005 Educator Recruitment Fair Update Received**

Paul Newman, president; Peggy Tortorice, vice president; Robert Mark, secretary; Jerry Ragsdale, treasurer; and Lawrence Ford, trustee, attended.

For the past four years, the Genesee County Negotiators and Genesee County Superintendents Association have worked together to promote the Annual Genesee County Public Schools Teacher Recruitment Fair. The fair has been held at the Erwin L. Davis Education Center, and each year over 1,000 candidates have registered and participated in interviews on the day of the fair.

The fair has been organized and facilitated by representatives from constituent school districts and a number of GISD employees in a committee format that addresses advertising and promotion, applicant information coordination and tracking, and minority recruitment. In addition, the Flint Area School Employees Credit Union has and will continue to partner with the committee in the area of advertising and promotion by paying the cost of printing and mailing announcement flyers to all credit union members and Genesee County schools.

For 2005, emphasis has been changed to promote a virtual recruitment fair whereby candidates can apply for positions in all of the area school districts and actually complete a common employment application online. Recruitment in 2005 is expanded beyond classroom teachers to include all educator positions, such as administrators and other professional staff, thus the name change to Educator Recruitment Fair. The committee is actively working to increase the number of qualified candidates applying in all areas of education and expanding minority recruitment. The goal is to assist all participating districts in finding qualified candidates to meet the requirements of *No Child Left Behind*.

Information on the fair will be posted on the GISD web site on March 1, 2005, and vacant positions will be identified with a link to each participating district web site. On April 15 the window for online registration will end, and on April 18 the database of registered candidates will be released to the participating districts.

The board received the report.

### BOARD OF EDUCATION

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Robert E. Mark	Secretary
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GENESEE ISD  
Thomas Svitkovich, Ed.D.  
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Questions? Call Communications and Development, 591-4541

## **Amendment 1 to the 2004-2005 Budgets Approved**

The board adopted the budget for 2004-05 in June of 2004. Since the development of the budget, several components have undergone modifications that are reflected in the Budget Amendment. The changes include adjustments to items such as salaries based on staffing levels and contract settlements, the cost of fringe benefits, utility rates and reduced funding. In addition, grants that have been awarded since the development of the budget are being added through the amendment process. Another significant change impacting each fund was the transitioning of activities from the Enterprise Fund back into the originating fund. This change was made at the recommendation of the ISD auditors and Michigan Department of Education staff to align financial reporting in the Financial Information Database (FID) with other ISDs.

The Career Technical Education Fund ended the 2003-04 fiscal year with an approximate increase of \$800,000. As a result of this increase, GISD recommended a mid-year adjustment during the 2004-05 fiscal year to create a Career Technical Education Capital Project Fund by transferring \$1 million to this fund for the purpose of purchasing buses for the GASC Transportation Consortium.

After administrative discussion, as well as review of the revenue estimates, budget expenditures and projected fund equities, it was determined to recommend the adjustments in the amendment. Amendment 1 was also reviewed with the superintendent subcommittees and endorsed by the superintendents at the monthly association meeting held on February 2. The budget process is ongoing, and ISD staff will continue to monitor and respond accordingly as new information impacting funding becomes available. Further adjustments will be handled during the next amendment process.

## **2005-2006 Budgets Authorized for Presentation**

The 2005-06 proposed budgets were presented along with the 2004-05 amendment. The local district superintendents endorsed the budgets and amendments, as well as the GISD Teaching, Learning & Service Plan at the monthly association meeting held on February 2. The annual budget hearing is scheduled for March 17, 2005, and a final budget will be presented to the board for action in June.

The board authorized the presentation of the budgets at the annual budget hearing. Formal adoption of the budgets will occur prior to June 30, 2005.

## **2004-05 Act 18 Payments Authorized**

Annually, the ISD calculates the Act 18 reimbursement which is paid to local school districts as partial reimbursement for their unreimbursed costs as reported to the Michigan Department of Education. The Cost Containment Committee established a base payment of \$3.8 million in 1996-97 to stabilize fund equity and minimize the potential for bill backs. GISD continues to maintain the base payment. This year's payment reflects the base payment of \$3.8 million, \$677,433 revenue sharing and an additional \$2 million one-time payment as proposed in the 2004-05 budget.

Additionally, the Special Education Fund ended the 2003-04 fiscal year with an increase of approximately \$1.6 million. Because of this increase, GISD recommended a mid-year adjustment to increase the Act 18 distribution from \$6,477,443 to \$8,079,752. The increase in local revenue will help constituent districts meet the maintenance of effort requirement necessary to receive federal IDEA funds.

The board approved the 2004-05 Act 18 reimbursement.

## **Title IX Coordinator Appointed**

Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex by recipients of federal funds from the U. S. Department of Education. To ensure that there is compliance with this law, local and intermediate school districts, public school academies and the Michigan Department of Education are required to designate a Title IX Coordinator. The Title IX Coordinator is responsible for providing leadership and direction in expediting full compliance with the provisions of both Title IX and the Michigan Elliott-Larsen Civil Rights Act.

At the February 22, 2005 meeting, the board appointed Melinda McGraw, administrative assistant, Human Resources and Operations, as the district Title IX Coordinator. Mrs. McGraw has participated in training conducted by the Michigan Department of Education and is in the process of updating the district's administrative guideline as it relates to filing a Title IX complaint. A current review of the Title IX history file has determined that the district has had no Title IX complaints.

## **Biennial Election Date Set**

The School Code specifies procedures for the election of ISD board members. The election, which is conducted biennially, is designated for the first Monday in June. A body comprised of one member from each constituent district board is responsible for electing the ISD board members. Not earlier than 21 days before the date of the biennial election, each local constituent board of education must adopt a resolution designating its representative for the biennial meeting and identifying the candidates the board supports for each position.

The School Code also provides that the ISD secretary shall provide notice of the biennial election to each constituent district board by certified mail at least ten days before the meeting. It has been the practice of the ISD to send notice to the districts of the election and terms to be filled by the end of March. This year, there are two six-year terms, currently held by Paul Newman and Jerry Ragsdale, that expire. The board secretary and superintendent will complete details of notifying the constituent districts of the election.

The board set the biennial election for June 6, 2005, at 5:30 p.m. in the Conference Area of the Erwin L. Davis Education Center.

## **Approve Bids for the Purchase of Vans**

On January 28, 2005, vehicle specifications for four (4) different types of vehicles were mailed to 24 car dealerships in and around the greater Genesee County area and to ten (10) companies that specialize in modifying and equipping vans to transport ambulatory and wheelchair passengers. Bids were received and opened by district representatives on February 10, 2005.

The Building & Grounds Committee met prior to the February 22, 2005, board meeting to review the current inventory of district vehicles that need to be replaced and to discuss the need to purchase additional vehicles to meet the program and community-based instructional needs of our students. Recommendations for the four (4) different types of vehicles to be purchased are as follows:

- Six (6) – 2005 Model, Standard 8-Passenger Vans
- Two (2) – 2005 Model, Standard 8-Passenger Vans (Modified and Equipped to Transport Ambulatory and Wheelchair Passengers)
- One (1) – 2005 Model, Standard Cargo Van
- One (1) – 2005 Model, Extended Cargo Van

A recommendation was made to award the bid for one (1) extended cargo van to the low bidder, Signature Ford of Owosso, in the amount of \$15,839.00. This purchase will replace the van currently used by the district courier to transport mail and materials among the district facilities, including

## **Resignation Accepted**

## **PAC Member Appointed**

## **Leaves of Absence Approved**

## **Donations Accepted**

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the 27 Project CHOICE classrooms located in constituent districts. The existing van will be used by maintenance staff, and seats will be added to accommodate transporting bus drivers to various garages when buses need to be relocated.

Each of the low bids that were recommended meets the bid specifications and timelines for delivery. After review of the Building & Grounds Committee's recommendations, the board approved the purchase of a total of ten (10) vans as described above.

Resignation for the purpose of retirement was accepted from Judith K. Purdy, Principal, Marion D. Crouse Instructional Center.

Mr. Benny Wrose, representing the Beecher Community Schools, was presented for board approval to serve on the GISD Special Education Parent Advisory Committee. The board approved the appointment of Mr. Wrose to the committee.

Leaves of absence were considered and approved for June M. Rice, Transportation Aide, Transportation Services; Lori Linton, Bus Driver, Transportation Services; and Theresa Shepard, Paraprofessional, Elmer A. Knopf Learning Center.

On behalf of several GISD programs, the board accepted numerous donations from generous parents, grandparents and community members. Donations included: an ice vest, three cases of diapers, one case of underpads and an Apple IIE computer and printer for use at the Marion D. Crouse Instructional Center (\$750.00 total value); cash donations totaling \$40.00 for use at the Elmer A. Knopf Learning Center; and toys for use at Early Childhood Programs and Services (\$200.00 value).

This document based on unofficial minutes of the GISD Board Meeting — February 22, 2005.



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