



Take Note...

February 2010

Attendance and Routine Matters

GISD Board Members Recognized

Parent Advisory Committee Member Appointed

Resolution Adopted for Purchasing Card Program and Authorize Electronic Transfer of Funds

Lawrence Ford, president; Jerry Ragsdale, vice president; Paul Newman, secretary; Cindy Gansen, treasurer; and Dale Green, trustee.

Each year, School Board Recognition Month is celebrated as a great opportunity to thank the men and women who make the time to share their vision about the future of Michigan's children by serving on boards of education. This year's theme is *School Boards LeadStrong*. In honor of School Board Recognition Month, the board members of the Genesee Intermediate School District were recognized at the February 9, 2010 meeting for their vision and dedication to the students and families of Genesee County. The board of education members accepted a recognition award, made to the Genesee County Educational Foundation on their behalf, in celebration of School Board Recognition Month.

At its February 9 meeting, the board appointed Dawn Marogy, representing Lake Fenton Community Schools, to the GISD Special Education Parent Advisory Committee.

Local vendors have implemented more stringent practices on business charges and are disallowing the acceptance of district purchase orders. GISD's Business Services reviewed options to address this issue and recommended the use of purchasing cards. In 2005, the Michigan School Business Officials, along with Michigan Association of School Boards and Michigan Association of School Administrators, developed the Michigan Purchasing Card Consortium. JP Morgan Chase was selected as the provider for the statewide purchasing card program. All schools, regardless of size, can participate without fees and may realize a rebate, if annual purchases exceed \$100,000. JP Morgan Chase requires a board resolution designating who can execute a commercial card agreement. The Board of Education must also authorize the electronic transfer of funds for this program. At its meeting on February 9, the GISD Board of Education approved the resolution and authorized the electronic transfer of funds for this program.

BOARD OF EDUCATION

Lawrence P. Ford	President
Jerry G. Ragsdale	Vice President
Paul D. Newman	Secretary
Cindy A. Gansen	Treasurer
Dale A. Green	Trustee



GENESEE ISD
Thomas Svitkovich, Ed.D.
Superintendent

To keep you informed of actions and information from the GISD Board of Education Meeting.
Questions? Call Communications and Development, 591-4541.

**2009-10 United Way
Combined Campaign
Report Received**

Diane Burt, accountant, Business Services, and Stephanie Resky, teacher consultant for students with disabilities, Marion D. Crouse Instructional Center, served as this year's co-chairs for the United Way Combined Campaign. A total of \$42,964.55 was pledged by the dedicated and generous members of the GISD Board of Education and staff. Although short of its goal this year, GISD continues to be in a leadership role helping our students and their families in times of great need. At the February 9 meeting, special thanks were given to the aforementioned co-chairs and the following building representatives: Barbara Diegel, Transportation Services; Dotty Freathy, Early Childhood Programs and Services; Major Harper, Elmer A. Knopf Learning Center; Diane Kirvan, Mott Middle College; Anna MacDonald, Health, Safety and Nutrition Services; Andrea Peters, Special Education Services Center-North; and Karen Seeley, Elmer A. Knopf Learning Center.

This year, 16 organizations participated in the campaign. Following is a breakdown of the monies donated:

United Way of Genesee County	\$15,180.25
Special Olympics	\$4,115.61
Community Health Charities	\$3,699.39
Very Special Arts of Michigan	\$3,658.19
Genesee County Free Medical Clinic	\$2,329.20
Mott Middle College	\$2,323.13
Hurley Foundation	\$2,309.44
Genesee Early College	\$1,851.91
Habitat for Humanity	\$1,767.59
Project SKIP	\$1,661.27
Ligon Outdoors	\$1,330.92
United Negro College Fund	\$1,055.39
Earth Share of Michigan	\$845.26
Gwiazdowski Scholarship Fund	\$702.50
Salem Housing	\$94.50
Black United Fund	<u>\$40.00</u>
TOTAL	\$42,964.55

**Resolution Adopted in
Support of Rotary Clubs
of Genesee County
Commitment to
Increase Literacy**

Increasing literacy is a major focus of Rotary. This is the fourth year that the eight Rotary Clubs of Genesee County have engaged in a cooperative effort to provide resources to enhance literacy skills for children in Genesee County. This year, schools will receive approximately 15 nonfiction independent books to use in first grade classrooms. The books are at various levels to support children at their independent reading levels and will aim to address some of the Michigan Department of Education's science standards. GISD's Education and Learning staff provided teachers with suggested activities for utilization of the nonfiction books, as well as tools for incorporation of the materials with class instruction.

At its meeting on February 9, the GISD Board of Education approved a resolution that thanked and recognized the work of Genesee County's Rotary Clubs in support of literacy.

**Board of Education
Reporting Schedule
Adopted**

Dr. Thomas Svitkovich, superintendent, has worked with GISD leadership staff to develop a reporting schedule that will be advantageous for staff and board members. The reporting schedule will help balance the board's work, assist with planning, and increase overall efficiency. At its meeting on February 9, the board adopted the reporting schedule to be used as a guide to prepare Board of Education agenda items for consideration and action.

**MOU for Establishment of
Emergency Distribution
Node Adopted**

Over the last several years, the Genesee County Health Department (GCHD) has worked with local school districts to establish formal agreements for the use of the school districts' facilities, physical assets, and personnel as available in the event of a public health emergency. The purpose of this relationship would allow for the dispensing and distribution of medications to the public for purposes mutually agreed to by the parties.

GISD's Erwin L. Davis Education Center has many advantages to help fulfill this mission. It has an efficient traffic pattern, sufficient parking, a 24/7 generator in case of a power failure, can be zoned to increase security, is close to freeway and airport access. The facility is adjacent to the GASC Technology Center, which provides additional space and capacity for this type of service.

At its meeting on February 9, the GISD Board of Education authorized the superintendent to execute the memorandum of understanding establishing a formal relationship with the GCHD.

Student Discipline

At its meeting on February 9, the board took action to expel a Mott Middle College student for violation of the Student Code of Conduct and state law.

**Dr. Thomas Svitkovich
Recognized for
Superintendent of
the Year Honor**

Each year, the members of Michigan Association of School Administrators (MASA) regions select a Regional Superintendent of the Year. This year, GISD Superintendent Dr. Thomas Svitkovich was selected as the Region 5 Superintendent of the Year. Jerry Jennex, superintendent of Capac Community Schools and Region 5 president, attended the February 23 meeting to formally present this recognition to Dr. Svitkovich.

**2009-10 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 \$1 million payment as adopted in the 2009-10 budget. At its meeting on February 23, the GISD Board of Education approved the total 2009-10 Act 18 disbursement of \$5,477,443.

**Amendment 1 to the
2009-10 Budgets
Approved**

The Board of Education adopted the budget for the 2009-10 school year in June 2009. Since the development of the budget begins several months prior to the current fiscal year end, several assumptions are made in forecasting. These assumptions include items such as projected increases in salaries based on the staffing levels and pending contract settlements, increases in the cost of fringe benefits, utility rates, and anticipated funding. The amendment provides an opportunity to make the necessary adjustments based on the known information at this time. In addition, grants that have been awarded since the development of the budget are added through the amendment process. After administrative discussion, as well as review of the revenue estimates, budget expenditures and projected fund equities, it was determined to recommend the following adjustments as summarized by fund.

GENERAL EDUCATION FUND – Overall, the revenue for the General Education Fund will be increased by approximately \$8.7 million. The General Education Fund expenditures reflect an increase of \$6.9 million. Several adjustments were made for grant expenditure and revenue accounts to budget the appropriate dollars allocated within the current fiscal year. The projected revenue for the 2009-10 year for the General Education Fund will be approximately \$26,490,407 with anticipated expenditures of \$26,656,305. The General Education Fund estimated fund balance is approximately \$6,452,952 including reserves for Mott Middle College, \$648,533 and Genesee Early College, \$263,272.

SPECIAL EDUCATION FUND – Overall, the revenue for the Special Education Fund will be increased from the adopted projection of \$91.2 million to \$91.5 million. It is estimated the overall expenditures will increase by \$1.5 million. The Special Education Fund projected revenue for the 2009-10 school year will be approximately \$91,493,061, with estimated expenditures in the amount of \$94,888,394. The beginning balance was \$11,684,034. The Special Education Fund estimated balance is approximately \$8,288,701.

CAREER TECHNICAL EDUCATION FUND – Overall, the revenue for the Career Technical Education Fund will be increased from the adopted projection from \$15.53 million to \$15.68 million. This represents an increase of \$150,000. It is anticipated that the total expenditures will decrease approximately \$161,000 from the adopted budget to Amendment 1. The projected revenue for the 2009-10 year for the Career Technical Education Fund will be approximately \$15,676,196 with estimated expenditures of \$15,298,491. The beginning balance was \$4,364,184. The Career Technical Education Fund estimated balance is approximately \$2,741,889 with an additional reserve of \$2 million as continued support of the electronic Educational Development Plan (EDP).

ENTERPRISE FUND - The projected revenue for the 2009-10 year for the Enterprise Fund will be approximately \$15,524,215, with estimated expenditures of \$16,561,630. The beginning balance was \$4,856,774. The Enterprise Fund estimated balance is approximately \$3,819,359.

OTHER BUDGETS – The remaining funds include Capital Projects, Special Education Capital Projects, Durant Settlement, Debt Retirement, and School Lunch Services, as detailed on the following page.

Capital Projects Fund - The projected revenue for the 2009-10 year for the Capital Projects Fund will be approximately \$78,703, with estimated expenditures in the amount of \$320,000. The beginning balance was \$3,069,625. The Capital Projects Fund estimated balance is approximately \$2,828,328.

Special Education Capital Projects Fund - The projected revenue for the 2009-10 year for the Special Education Capital Projects Fund will be approximately \$1,502,000, with estimated expenditures in the amount of \$1,286,629. The beginning balance was \$713,952. The Special Education Capital Projects Fund estimated balance is approximately \$929,323.

Durant Settlement Fund - The projected revenue for the 2009-10 year for the Durant Settlement Fund is \$500 and estimated expenditures of \$37,000. The beginning balance was \$1,510,732. The Durant Settlement Fund estimated balance is approximately \$1,474,232.

Debt Retirement Fund - The projected revenue for the 2009-10 year for the Debt Retirement Fund is \$221,223. The projected expenditures will be \$221,223.

School Lunch Services Fund - The projected revenue for the 2009-10 year for the School Lunch Services Fund will be approximately \$56,700, with estimated expenditures of \$57,685. The beginning balance was \$15,300. The estimated balance is approximately \$14,345.

At its meeting on February 23, the GISD Board of Education approved Amendment 1 to the 2009-10 budgets and adopted a resolution amending the budget in accordance with the Uniform Budgeting Act.

At its meeting on February 23, the GISD Board of Education authorized the presentation of the budgets at the annual budget hearing. The 2010-11 proposed budgets are presented along with the 2009-10 amendment. The local district superintendents endorsed the budgets and amendments at their monthly association meeting held on February 3, 2010. The annual budget hearing is scheduled for Wednesday, March 10, 2010. Following the budget hearing, individual boards of education will be asked to approve resolutions endorsing all of GISD's budgets. A final budget will be presented to the board for action in June.

During the 2008-2009 school year, GISD's Health, Safety, and Nutrition Services (HSNS) department provided unique service and training opportunities for teachers, students, and parents in Genesee, Lapeer, and Shiawassee Counties. Gloria Bourdon, director of HSNS, was present at the February 23 GISD Board of Education meeting to present a report on the status of Safe and Drug Free Schools program grant and components of the program, which are implemented by HSNS. The current grant of \$347,191 funds the program's focus areas, including: Aggressors, Victims, and Bystanders; HIV/AIDS & Sexuality Education; Michigan Model; Parent Programs (including Love & Logic, Nurturing Program, and Parenting Wisely); Peer Mediation; and School Safety, through September 30, 2010. The board accepted the report.

2010-11 Budgets Authorized for Presentation

Safe and Drug Free Schools Report Received

**First Reading of
Board Policy Revisions
Approved**

The contract with NEOLA includes a policy update service to keep the district abreast of changes needed to ensure compliance with recent legislation and to maintain quality and usefulness of the board policies. NEOLA provided drafts of recommended policy revisions and new policies for consideration by the board. The board policies for review included: 5136 (Outside Cell Phone and Electronic Communication Devices), 7440 (District Security and Video Surveillance), and 7540 (Computer Technology and Networks. Additionally, board members received the following new policy recommended for inclusion in the GISD Board Policies and Bylaws: 8315 (Information Management). At the meeting on February 23, the GISD Board of Education approved the first reading of the board policy revisions.

Donations Accepted

Generous donations on behalf of Genesee Early College and the Marion D. Crouse Instructional Center were received by the board. Donations included cash and toys, and were given by family, friends, and community members.

**Leaves of Absence
Approved**

Leaves of absence were considered and approved for: Stacy Dowd, Transportation Services; Rebecca Powell, Transportation Services; Windel Robinson, Transportation Services; Timothy Slezsak, Transportation Services; Carol Vassler, Early Childhood Programs and Services; Dotty Freathy, Early Childhood Programs and Services; and Robert Gazso, Transition Center.

**Superintendent
Resignation for the
Purpose of Retirement
Accepted**

At its meeting on February 23, the GISD Board of Education accepted a resignation for the purpose of retirement from Dr. Thomas Svitkovich, Superintendent. The board acknowledged the Superintendent's 46 + years of service to public education in Michigan and thanked him for his leadership as Superintendent of the Genesee Intermediate School District.

Note: This document based on unofficial minutes of the GISD Board Meetings — February 9 and 23, 2010.



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