



GENESEE AREA SCHOOL BUSINESS OFFICIALS  
Wednesday, February 17, 2016  
Genesee Intermediate School District  
Erwin L. Davis Educational Center, Room 101

MEMBERS AND GUESTS IN ATTENDANCE

Mike Engelter	<b>Linden</b>	Rebekah Silkworth	<b>GISD</b>
Jody Michael	<b>Mott Community College</b>	Abbie Gebhart	<b>GISD</b>
Leslie Young	<b>Davison/Atherton</b>	Kim Ostrom	<b>GISD</b>
Kathy Fortinberry	<b>Carman-Ainsworth</b>	Danielle Templeton	<b>Mt. Morris</b>
Cynthia McCain	<b>GISD</b>	Jennifer Smith	<b>Bendle</b>
Kelly Stearns	<b>Flushing</b>	Britt Patterson	<b>GISD</b>
Amy Smith	<b>GISD</b>	Katie Vergison	<b>GISD</b>
Lynne Clark	<b>Montrose</b>	Kyle Henson	<b>GISD</b>
Russell Parks	<b>Carman-Ainsworth</b>		

A. CALL TO ORDER

The meeting was called to order by President Mike Engelter at 8:02 a.m.

B. INTRODUCTIONS

Introductions of members and guests were made.

C. APPROVAL OF MINUTES FROM THE JANUARY 13, 2016 MEETING

Minutes from the January 13, 2016 meeting were considered. Motion to approve, without corrections: Russ Parks. Second: Danielle Templeton. Motion carried.

D. SUPERCIRCULAR UPDATE: KYLE HENSON, GISD

Kyle confirmed that he has yet to send out questions from last month's Kahoot exercise.

Kyle shared a PowerPoint presentation, 'Grants Management' and reviewed Procurement Standards 200.318-200.26. The presentation and copies of these standards are available on the Association's BlackBoard.

Kyle has a general provisions matrix that he can share that includes an overview of §200.326.

Beky Silkworth: since all districts must declare by July 1 that they will abide by the federal procurement guidelines, can they just incorporate this as a single statement into existing administrative guidelines?

Cindy McCain: District's policy can state that the district will comply, but administrative guidelines should also incorporate the standards to be sure people follow them. Training would be also needed for program staff. Kelly Stearns would like to see what GISD develops and then use as a template.

Kelly Stearns likes these conversations and find them helpful. She would like a wrap-up and reminder of what should be in place.

Kyle: We could possibly have Kim Lindsay present on the audit portion of these standards.

E. NEW BUSINESS

President Engelter: We had tentatively cancelled the April meeting due to the annual

MSBO conference. SchoolsOpen would like to demonstrate their new software to the group. Would members prefer to hold an April meeting or extend the scheduled March meeting? District superintendents have already seen the product demo, a web-based application that is limited to the financial side of operations.

Treasurer McCain: The hope is to roll out the new software with a pilot district first. We are not sure of target implementation date, but SchoolsOpen will need adequate time in the meeting for the actual demonstration and member questions. This software has not yet been implemented by any school district.

Beky Silkworth: Her superintendent wants finance people to look at the software first and give their input before implementation takes place.

Cindy: Recommends extending the March 16 meeting to accommodate the demo. All agreed. Finance people only at this stage. We will have SchoolsOpen come in at end of the regular meeting.

Kelly Stearns: The sooner, the better for the group to see the demo and provide suggestions to SchoolsOpen. They may potentially need another meeting after the initial preview.

Mike: After the last attempt with Synergy, he definitely does not want to be the pilot district. Will the new software work with HRS?

Cindy: She has received assurances that it will, but we don't know for certain yet. The existing data will remain in place, just in a new format.

Kelly Stearns: Districts in Genesee County typically all use the same software. Why do this if there is a possibility that we may not use SchoolsOpen in future?

Mike – Is a July roll-out date reality for implementation?

Kelly: Is there an accountant working on the software with SchoolsOpen. Who replaced Rebecca?

Mike: He has received four copies of the brochure for the annual MSBO conference. Members are reminded that there is once again GASBO reimbursement of up to \$250 per participating member district for registration fees. Please send completed reimbursement forms and supporting documents to Sui-Lin, [sharper@geneseeisd.org](mailto:sharper@geneseeisd.org).

Mile: He received an email from vendor contracted to perform the Michigan Education Finance Study. Have others received and reviewed? The District Survey will be on BlackBoard. His first impression is that is inadequate to determine anything of substance.

Russ Parks has not yet looked at the survey, but understands it to be an online survey with an attachment that asks programmatic and financial data review questions.

Beky: At risk, ELL and Special Education support services are the focus of the survey, to determine how these monies are spent by districts that have better than average test scores. Questions seem to be getting at whether districts are supporting these classes more out of general fund than what is received in at-risk funding?

Mike: He hopes this is a preliminary study with more to follow.

Kelly: Flushing is dividing the survey up and having curriculum person answer the programmatic questions.

## F. GISD Updates

### 1. Stacy Hodges

He is on vacation, but left the calendar for the cooperative purchasing program. Debi Hartman is working on this program.

### 2. Cindy McCain

Debi Hartman is also working on countywide waste and recycling bid. Debi noted that while developing the RFP, she was surprised to see how many buildings had closed since the last bid. The existing service contract expires this year.

Districts can budget \$7.84/FTE for the Technology Readiness Infrastructure District Participation Grant. Funds may be used for technology readiness efforts, such as online digital assessment, including universal diagnostic screening tools.

GISD has been busy with the Flint water crisis project. 19,000 students are impacted, although over 10,000 students attend non-Flint Community Schools.

GCI renovation update: Phase I is complete and the GCI hosted an Open House to highlight the new Innovation Zone. Districts can use that area for meetings. This Innovation Zone includes large television screens mounted on large video wall to run in four quadrants. GISD is considering the logistics of holding this year's budget hearing there, March 23, 2015.

Jerry Johnson has resigned and will be moving to Calhoun ISD. This is a sad loss for GISD.

Janet Lanyon will meet March 4, 2016 at Business Office to review HIPAA documents. Additional information and updates will follow.

When calculating the GenNET Pricing Model, the adopted/initial budget has historically been used. This year a recommendation was made to the Superintendents' Technology Committee to use the amended budget. This amendment reflects reductions due to content filtering and licensing costs. GenNET Operation cost will be \$16.40/student for the current year. This year's Pricing Model will be posted on BlackBoard.

### 3. Kyle Henson/Grant Update – No additional report

### 4. Jerry Johnson/Legislative Update – posted on BlackBoard.

### 5. Transportation

Kelly Stearns: Special Education Transportations Pricing Model for 2015-16 will use the same costs for each tier as for 2014-15. The Consortium is looking at what would be the most appropriate count date. Historically the pricing model has used December 1 for student ridership figures. Going forward, the Fall Count Date will be used.

Cindy: Clio was asking about the invoicing for this year. We are reviewing counts and dates. We suggest that districts have the Special Education staff look at the lists and communicate with them the date to be used for future ridership. Future billings will reflect any necessary changes. This year's pricing model took advantage of lower fuel costs and savings. New Consortium contracts have been created. Cindy believes they went to the superintendents but will need to confirm.

### 6. Luke Wittum/Technology & Media Services – No report

## 7. Health, Safety & Nutrition Services

Kim Ostrom: budget revisions will be sent out for GSRP once final counts are received.

Kelly: For federal food service programs, what components are bid competitively already?

Cindy: Currently the Dairy and Bakery Consortium bids on the bread and milk items for food service. The list of which services were bid will be sent to GASBO members and posted on BlackBoard.

Cindy: GISD received supplemental \$140,000 grant for a program to address foods that help reduce initial impact of lead poisoning. We are working on a process to purchase food items and direct ship them to programs. Target Stores have also donated \$75,000 for food. Most likely the program will allow for GISD to pay districts a stipend to help with additional staffing costs to deal with this extra work.

The program is solely for Flint children and districts should have a list to identify who these students are. Food will be sent directly to the districts by GFS orders.

There is concern as to how the food service cashiers will be able to properly identify the students? Not sure how this will work for distribution at the school district to the individual student. GISD will pay the GFS invoices received by districts that will return paperwork as confirmation that the foods have been received.

Other concerns: 20-year period tracking; what happens after the school year is over; how to get people to stop drinking the water.

Beky: We need to coordinate with USDA also the issue of giving foods to kids that they don't want. There is a meeting today with all Food Service districts.

## 8. Other – no report

### G. ROUND TABLE DISCUSSION

Kelly Stearns: Are any other districts working with the Targeted Literacy Grant? She expressed appreciation for today's meeting and collaborative problem solving opportunity.

Leslie Young: She likes the presentations on the Federal Grants.

### H. ADJOURNMENT

The meeting was adjourned by President Mike Engelter at 10:13 A.M.

### I. NEXT MEETING

The next meeting will be March 16, 2016, 8:00 a.m. at the Erwin L. Davis Education Center, Room 101.