

# LAKESHORE SCHOOL BUSINESS OFFICIALS

## Feb. 2, 2018 MINUTES

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February 2, 2018 8:30 a.m.  
Muskegon Public Schools, Board Room 205

### **In Attendance:**

Rob Jonker, Mona Shores  
Tracey French, Montague  
Sharon Rushcamp, MAISD/NMPS  
Jenny Mutchler, Holton  
Jason Helson, Reeths-Puffer  
Kim Bidwell, Orchard View

Tina Wright, Muskegon Public  
Violet Parmeter, MAISD  
Steve Aardema, Whitehall  
Carol Anderson, MAISD  
Mike Schluentz, MAISD  
Mark Mesbergen, Fruitport

### **Guests in Attendance:**

Latesha Johnson, MAISD  
Lezlie Grinage, Edustaff

Kelly Powers, MAISD

1. The minutes from the January 5, 2018 meeting were approved.
2. Kelly Powers discussed the transition to Edustaff in April. Lezlie Grinage has introduced Edustaff to the members. She also went more in depth of the process and procedures of Edustaff. There is a meeting next Monday with payroll and human resource employees of the districts. There will be a meeting with each district in the near future.
3. Latesha Johnson request the districts to complete the MAER within the next week. Latesha would also like districts to complete the MOE spreadsheet. The FTE amount is based on the head count, not FTE. IDEA budgets within Megs plus will be opened soon to amend the budgets.
4. Mike Schluentz discussed special education funding topics. The topics were allowed costs, pioneer trails day camp, out of county homebound costs, and MAISD portable classroom policy. Members of this group should fill out the google document to questions, concerns or opinions of the topics.
5. Mike Schluentz included all of the powerpoints from the financial strategies conference.
6. Mike Schluentz discussed an MRIC update. Plan documents should be looked at on the district level.

7. Violet showed an example of MUNIS ESS Time Entry. Violet gave an example of an employee reporting his or her time for pay and also a time off request.
8. Mike Schluentz discussed the ability to have 5 direct trainings with Tyler Munis. A survey was completed with the districts to determine the topics and the ISD will collect the data and determine the high need topics.
9. Jason Helson discussed an ORS finding regarding exempting a retired employee that the district is paying.
10. Discussion about the 147c2 and how it is handled with federal and state programs.
11. Roundtable

Meeting adjourned at 11:18 a.m.

**NEXT MEETING: 03/02/2018 @ FRUITPORT**

Submitted by Mark Mesbergen, Secretary