

LAKESHORE SCHOOL BUSINESS OFFICIALS
SEPTEMBER 14, 2018 MEETING MINUTES

September 14, 8:00AM @ Muskegon ISD North Building

Attendees:

Tracy French-Montague
Kim Bidwell-Orchard View
Jason Helsen-Reeths-Puffer
Janet Steward – MAISD
Steve Aardema-Whitehall
Catherine Kloska-Muskegon Public

Mike Schluentz-MAISD
Dawn Grant-MAISD/Muskegon Heights
Tina Wright-Muskegon Public
Jenny Mulcher-Holton
Todd Hronek-Oakridge
Sharon Rushcamp-MAISD/NMPS

Guests in Attendance

Carol Anderson-MAISD
Katie Flynn-MAISD

1. Dave Beckwith presented Federal Grant Compliance from an auditor's perspective. Noting the importance of the Consolidate Application as it pertains to the Grant Budget. Other topics included: Internal Controls, Cash Draw and PARS.
2. Buzz Brown presented the Munetrix software. Showing transparency compliance and peer group comparisons.
3. The June 1, 2018 meeting minutes were approved
4. Mike Schluentz Discussed the following topics
 - A. The ISD was no longer involved with districts AUP form regarding MUNIS.
 - B. Pivot tables for Schedule A's should be updated for FY 2018-19 via shared document.
 - C. Documentation needs to be updated for 403B plans which will require Board Approval.
 - D. Do we want to combine for a group rate with the Shred It company for confidential shredding.
5. Katie Flynn explained FY 2018-19 Special Ed funding stating that the ACT 18 distribution will occur by June 30th.
6. Roundtable:

Mike Schluentz asked who was interested in the October 3 regional MUNIS meeting and mentioned that we have until Oct 2 to register.

Jenny Mulcher mentioned the incorporation of Student Activity Accounts with the General Fund.

Meeting adjourned at 11:06

Submitted by Todd Hronek