

**November 2024 MSBO ISD Committee
Meeting Minutes
November 21, 2024 – 9:30 AM
MSBO, Lansing and online via Zoom**

[Agenda](#)

2024-25 Officers

Chairperson - Chris Lamar, Ottawa Area ISD
Vice Chairperson - Scott Kemmer-Slater, Gratiot-Isabella RESD
Secretary - Kerri Harrie, West Shore ESD
Officer of Special Projects, Candice Halifax
Officer Elect - Katrina Bontekoe, Wexford-Missaukee ISD
Past-Chairperson - Shay Anderson, Clare-Gladwin RESD

1. Called to order by Chris Lamer at 9:30 AM.
In-person attendance: Chris Lamer, Scott Kemmer-Slater, Kerri Harrie, Brian Marcel, Kevin Kolb, Mark Oriher, Heidi Gruno, Kori Rafferty, Kristin Wiescholek, Emili Jones, Mark Ludlow, Nicole LaRue, Becky Hills, Stephanie Weese, Jason Helsen, MSBO, and various attendees and guests online via Zoom.
2. Introductions of in-person Board members and guests
3. Approval of October 17, 2024 minutes
Motion by Brian Marcel, and support by Mark Oriher - approved unanimously.
4. Approval of Officer
Officer of Special Projects - Candice Halifax, Huron ISD
Motion by Kevin Kolb, and support by Kori Rafferty - approved unanimously.
5. *Legislative Update* – Jerry Johnson, Calhoun ISD
[Link to the presentation](#)
[Link to legislative update](#)
6. *Special Education Maintenance of Effort and Proportionate Share* - John Andrejack, MDE, Adam Fisher, MDE, and Sean McLaughlin (virtual), MDE
 - John will retire in October or November 2025
 - Michigan is hosting the National Special Ed conference in September 2025
 - MSBO Special Education sub-committee
 - SE4096 personnel reviews - John's department is evaluating the costs for Special Education personnel charged to the SE4096. This longer-term project will not be finalized this year. MDE must approve current year reports by January 2025. [MARSE](#) and the [Allowable Cost Guide](#) must be referenced when adding

Special Education positions to the SE-4096. Retroactive adjustments will not be made to the SE-4096 based on these personnel reviews. John agreed that we need more clarity in the Allowable Cost Guide, particularly for function 219.

- Excess Costs - Everyone should be passing. It is okay to make modifications, just be sure to document the change and why.
- Proportionate share recoding - determine set aside for services non-public service plan, not an IEP (required by FAPE). can ' be used for any other purpose. Would have to be returned unused. SEA can reallocate unused funds. All or nothing. Documentation around Child Find Activities to demonstrate. To determine if the requirements have been met. If you see that you are not going to be able to spend all the funds, be proactive on recoding.
- [MDE OSE Proportionate Share Resources](#)
- [Funding resources](#) on the OSE website and in Catamaran
- Maintenance of Effort - This should be calculated as the last audit entry! Staff retirements is the most frequently used exception. One time funding and SE formula changes are typical concerns for meeting MOE.

7. MSBO Update – Jason Helsen, MSBO

- Special Education subcommittee - Candice Halifax is the chair. Other members include Brian Marcel, Scott Kemmer-Slater, Nicole Larue, and Chris Frank. Contact Jason or Chris Lamer if interested in joining.
- Legislative - pay close attention to PA 152. Cost out full repeal, 7% cap increase, and 80/20 cost split for your district.
- See the MDE weekly bulletin for these highlights - Student Loan Repayment, ARP/ESSER final deadlines, Sec. 147g update. See the November State Aid Status Update for more information.
- Grants webinar - January 7, February 11, and March 18 from 1-3 PM
- MSBO [Leadership Institute application](#) is open now until December 13th for a January 2025 start.
- Annual conference focus groups and session planning are nearing completion. Thank you to the volunteers. Let Jason know if interested in participating in the future.
- Payroll group solutions recently met. Strong attendance with 30+ attendees. This is an area we probably need to continue to support.
- [Financial Strategies](#) - virtual & recorded
- Year end W-2s and 1099 process - Reminder that you will need a [Transmitter Control Code \(TCC\)](#) for processing.
- [MSBO Awards and scholarships](#) deadline is January 31, 2025.
- [ARP ESSER final memo](#) - amendment window open until November 20
 - Email correspondence from Kevin Walters:

MDE & Final ESSER amendment window open until Nov 20 - I have reviewed dozens of final amendments so far without a single approval based on the fact that people have "NEW" or "ADDED" items in the budget. I thought we made it explicitly clear that no new obligations can

occur during the final amendment period. Only amended amounts, function and object code changes, etc. can occur during this final amendment period. You cannot have any item descriptors associated with "NEW" or "ADDED" items to the budget or it will be denied and sent back for modifications. If you submit a final amendment with an item descriptor that is "NEW" or "ADDED" or anything other than amended, it will be rejected.

As I said, I have literally sent 100% of the reviewed final amendments back for modifications based on the fact that items are listed as "NEW" or "ADDED", etc. MDE cannot approve any new obligations during this final amendment period.

8. Old Business, Round Table
Bulletin 14 inflation rate - 3.1%
Hiring retirees Calendar year ORS is from July 1 to June 30
9. Adjournment - adjourned at 11:30 AM by Chris Lamer.
Next meeting: Thursday, December 19, 2024
MSBO, Lansing and Zoom