MSBO - ISD Committee Meeting
Minutes
September 12, 2019 – 3:00 pm
Treetops Resort, Gaylord

Members Present:
Anderson, Shay – Clare-Gladwin RESD
Auwers, Roger – Jackson County ISD
Biddle, Shawn – Traverse Bay ISD
Bielecki, Linda – Traverse Bay ISD
Bontekoe, Katrina – Wexford-Missaukee ISD
Carlson, Kevin – Marquette Alger RESA
Dwan, Bob – MSBO
Fleser, Lyndsey – Ottawa ISD
Gzel, Dorothy – Algonac Community Schools
Holderby, Lori – Midland Public Schools
Johnson, Jerry – Calhoun ISD
Karsten, Amy – COP ESD
Kolb, Kevin – Gratiot-Isabella RESD
Lamer, Chris – Ottawa ISD
Latta-Larsen, Cindy – Barry ISD
Ludlow, Mark – Calhoun ISD
Marcel, Brian – Washtenaw ISD
Mayer, Dena – Eastern Upper Peninsula ISD
Orihel, Mark – Midland ESA
Philipps, Kevin – Kent ISD
Rafferty, Kori – Calhoun ISD
Schmidt, Dina – IOSCO RESA
Shaffer, Belinda – Hillsdale ISD
Suszek, Tony – Alpena-Montmorency-Alcona ESD
Weese, Stephanie – Montcalm Area ISD
Williams-Muz, Julie – Huron ISD
Zigman, Teresa – Livingston ESA

Members Present – On Line:

1. Call to Order – Stephanie Weese, Chairperson
2. Introduction of Members/Guests – Stephanie Weese, Chairperson
3. Approval of May 16, 2019 Meeting Minutes
   ● Motioned by Roger Auwers and Supported by Chris Lamer
4. Legislative Update – Jerry Johnson, Calhoun ISD
   ● Discussed Conference Report Budget expected to be released at the end of the day.
   ● 2X funding at $120/$240 for foundation allowance increases.
   ● No changes to Cyber Schools Funding.
   ● No Weighted Average for Special Education.
   ● No At Risk Capital Projects Funds.
   ● No Special Education Capital Projects Funds.
   ● Other elements discussed.
   ● Bob Dwan is posting House Conference Budget on Mobile App.
5. MSBO Update – Bob Dwan, MSBO
   ● Updated group on programming for Finance Committee Meeting on Friday, September 13th.
   ● MSBO Conference Topics will be collected via an on-line format.
6. Early On Desk Audits, Shay Anderson
   ● Discussed the current desk audits being performed on ISDs regarding Early On and ECSE Preschool Funds.
   ● Clare-Gladwin RESD is going through a desk audit through GEMS. Some of the required documentation is related to policies and procedures. In addition, payroll records, detailed general ledger, job descriptions for federally funded staff and payroll contracts are listed as required documents. The process started in July and is still going on.
   ● Ottawa ISD is going through the same process that started in July and have not received any feedback or response from the results of the desk review
   ● Shay Anderson, Clare–Gladwin RESD will share the required documents with the group.

7. Great Start Readiness Program, Stephanie Weese
   ● Discussion regarding the issues of GSRP related to indirect costs, monitoring, delay in approving grant applications/amendments and inconsistency with Bulletin 1022.
   ● Cindy Latta-Larsen shared the monitoring process that Barry ISD had in April.
   ● Tony Suszek and Brian Marcel updated the group on the information that was shared at the GSRP meeting in June.
   ● Tony Suszek and Kori Rafferty will draft a letter from the group regarding current challenges and issues related to GSRP. The letter will be distributed to the proper individuals at Michigan Department of Education. The letter will request an opportunity for the group to discuss their concerns regarding the program.

8. Internship/Residence Programs, Bob Dwan
   ● Discussion regarding the need for internship programs for Business Office staff.

9. 2020 MSBO Annual Conference Topics Request
   ● Bob Dwan discussed the new online process that will be released shortly to collect possible topics for the annual conference.

10. Old Business
    ● Linda Bielecki from Traverse Bay ISD was voted in Officer- Elect of the ISD Committee.

11. Round Table
    ● Will there be an ISD Group Solutions? Yes, more information forthcoming. The location will probably be Central Michigan.
    ● Is anyone experiencing issues with the PFM/BMO Purchase Cards? Some have experienced issues with the cards that have a declining balance. Others are pleased with the process and customer service. Bob Dwan will reach out to a representative to assist with some of the problems.

12. Adjournment
    ● Next Meeting - Thursday, October 17, 2019 at MSBO in Lansing