MSBO - ISD Committee Meeting Minutes
October 18, 2018 – 9:30 am
MSBO Office, Lansing

Members Present:

Anderson, Shay - Clare-Gladwin RES  Matthews, Barb - Van Buren ISD
Auwers, Roger - Jackson County ISD  McNamara, Helen - Ingham ISD
Bielecki, Linda – Traverse Bay ISD  McCain, Cindy
Bodiya, Paul - Macomb ISD  Melkert, Amanda - St. Clair County RESA
Bontekoe, Katrina - Wexford-Missaukee ISD  Owsley, Miranda - Washtenaw ISD
Curtiss, Bruce - Bay-Arenac ISD  Rafferty, Kori - Calhoun ISD
Dravland, Andrew - Ingham ISD  Recor, Tracy - St. Clair County RESA
Eastway, Elizabeth - Wexford-Missaukee ISD  Schomisch, Lori - Clinton County RESA
Ezikian, Steve - Wayne RESA  Shaffer, Belinda - Hillsdale ISD
Hills, Becky - Ingham ISD  Soto, Theresa - Lenawee ISD
Knight, Karen - Shiawassee RESD  Storms, Brad - Kalamazoo RESA
Krosnicki, Lisa - Charlevoix-Emmet ISD  Suszak, Tony - AMA ESD
Lamer, Chris - Ottawa ISD  Thomas, Scott - Kalamazoo RESA
Laux, Carol -Saginaw ISD  Thompson, Lynn - Jackson County ISD
Lloyd, Abby - Allegan RESA  Weese, Stephanie - Montcalm Area ISD
Ludlow, Mark - Calhoun ISD
Marcel, Brian - Washtenaw ISD

Members Present – On Line:

Day, Jeanne – Tuscola ISD
Higgins, Mark – Mecosta-Osceola ISD  Orihel, Mark – Midland ESA
Tietz, Pricilla – Tuscola ISD

Guests Present:
Emily Laidlaw, Karoub Associates
Jill Kroll, MDE

1. **Call to Order:** Lisa Krosnicki, Chairperson at 9:32 am

2. **Introduction of Members/Guests:** Lisa Krosnicki, Chairperson

3. **Approval of Meeting Minutes:** September 13, 2018
   Motioned by Tony Suszek and Supported by Bruce Curtiss

4. **Legislative Update:** Emily Laidlaw, Karoub Associates
   ● New Legislative Members with November election
   ● Section 56 and 62 and how the funding corrections will be made
   ● Lame Duck: Evaluation Tool
   ● Pupil Accounting Manual different for Cyber Schools and Traditional Schools for mid-year students who move in; Workgroup being formed with Emily sitting on it.

5. **Program:** Jill Kroll, MDE
   ● CTE Expenditures Reporting has not changed in 30 years.
Purpose of 4033 is to provide data for calculating the added costs of CTE programs and monitor 61a1 funds.
Goals of new 4033 report to align to FID coding and allow for import from district financial systems.
Reviewed the proposed CTE coding structure.
  - Would require expenditures to be coded by Function, Object, Program (CIP Code) and Grant (61a1, 61b, etc)
Use of Fund Guide is located in CTE Perkins section of MDE website.
Goal is to implement new 4033 Expenditure Report in 2019-2020 school year.
Reviewed Draft of the revised 4033 Expenditure Report
  - Working with Christopher May at MDE on draft and proper accounting coding and allowability.

61d: Funds will start in November State Aid Payment; District that counts the students is where the funding goes - not the District that runs the CTE Program; Funding based on students in the CTEIS Program.

6. **MSBO Update** – David Martell, MSBO
   - Business Leaders in Michigan doing a survey on non-instructional costs; date was expected to be October 17th (it is delayed); MDE will probably send it out, or will provide information to group (Guidehouse who is consultant assisting with survey) to send it out. Every Superintendent will receive a copy. Recommended that Superintendent is aware of the survey and makes determination if survey should be filled out.
   - October 23rd: MSBO/MDE workshop
   - Purchasing Card transition for January 1st, 2019 implementation date.
     - Clark Hill and Thrun reviewed contract
     - May want to run it by District legal counsel
   - Early On 54d Funds (State Funds): Expected to continue because it impacts MOE
   - COE Calculation: Could be in the Supplemental State Aid Bill.
   - Financial Strategies: What would we like to see at the conference? Ideas should be sent to Bob Dwan.
   - Leadership Conference: In early November to plan for annual conference; Amway will have some construction during annual conference to meeting rooms.

7. **Round Table**
   - What does programming look like this year? November will be Kathy Merry from Wayne RESA on Medicaid Update; December will be John Brooks for GSRP; February will be Howard Heideman on PPT; March will be Colleen O’Connor will discuss Early On; May will be John Andrejack on Special Ed; Probably no meeting in June.
   - Discussion regarding allowability of Part C expenditures on the SE-4096.
   - Homeless Students can go on Special Ed buses as long as route is not varied at all; only add stop that is along a normal route; will forward the approval from MDE that says this is allowable.
   - 15 districts were overpaid Medicaid in June; money has not been collected.
   - Group Solutions: When will it be available? Need only 1 Group Solutions and must take Financial Statement Preparation.

8. **Adjournment:** 11:24 am with Scott Thomas and seconded by Brian Marcel
   **Next Meeting** - Thursday, November 15, 2018 at MSBO in Lansing
   Programming: Kathy Merry, Wayne RESA - Medicaid updates & maximizing revenues