

# BOARD PACKET

**JANUARY 11, 2016**



*Our Vision:*

*Champion Learning –*

*Develop, Educate, and Inspire!*

MONDAY, JANUARY 11, 2016 – 7:00 P.M.  
CREEKSIDE MEDIA CENTER  
2615 BAKER RD.  
DEXTER MI 48130



BOARD OF EDUCATION  
DEXTER COMMUNITY SCHOOLS  
734-424-4100

*Vision: Champion Learning -- Develop, Educate, and Inspire*  
**BOARD MEETING AGENDA  
ORGANIZATIONAL MEETING**

- A. **ROLL CALL - PLANNED ABSENCES:** NONE
- B. **MEETING MINUTES** - 12/7/2015, Special Meeting 12/7/2015 (closed)
- C. **APPROVAL OF AGENDA**
  - 1. Election of Officers
- D. **SCHOOL PRESENTATIONS** - School Board Recognition Month
- E. **SUPERINTENDENT UPDATE**
- F. **STUDENT REPRESENTATIVES UPDATE**
- G. **PUBLIC PARTICIPATION:** *Persons who wish to address the Board may complete a Public Comment Card to be presented to the Board president at the beginning of the meeting. Each speaker is allotted a maximum of 5 minutes unless otherwise notified. Each speaker will be asked to announce his/her name and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting. For further details see our policy on Public Participation at Board Meetings.*
- H. **CONSENT ITEMS**
  - 1. Personnel – New Hire
  - 2. Personnel – Leave of Absence
  - 3. November Budget Report
- I. **ACTION ITEMS**
  - 1. Board Member Compensation
  - 2. Approve Additional Individual Bonuses
  - 3. Special Education Millage Resolution
  - 4. Policy – Second Reading
- J. **DISCUSSION ITEMS**
  - 1. Financial Summary Report and Narrative
  - 2. Mill Creek Uniform Proposal
  - 3. Conflict of Interest Form
  - 4. Declaration of Commitment Form
  - 5. Schools of Choice Slots for 2016-17
- K. **PUBLIC PARTICIPATION:** *See Policy 0167.3*
- L. **BOARD COMMENTS**
- M. **INFORMATION ITEMS** - Nice Job Notes
- N. **CLOSED SESSION** - Negotiations

**COMMITTEE MEETINGS/  
NEXT MEETING SCHEDULED**

**CALENDAR**

- \*Wednesday, January 13 – 7:30am**  
Finance Committee Meeting  
(Copeland)
- \*Monday, January 25 – 7:00pm**  
Board Meeting (Creekside)
- \*Monday, February 8 – 7:00pm**  
Board Meeting (Creekside)
- \*Wednesday, February 17 – 7:00pm**  
State of the School District (CPA)

- Board Members Only (Confidential Item)
- # Board Members Only (Public Document - Limited Supply)

*Mission: We will encourage and develop each student's individual abilities, skills, and character to shape tomorrow's world through positive relationships, best practices, and a shared sense of purpose.*

**BOARD NOTES  
ORGANIZATIONAL BOARD MEETING  
JANUARY 11, 2016**

- A. ROLL CALL: PLANNED ABSENCES – NONE**
- B. MEETING MINUTES & CLOSED MINUTES (12-7-15)**
- C. APPROVAL OF AGENDA**

Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

\* An appropriate motion would be, "I move that the agenda be approved as presented/amended."

- 1. Board - Election of Officers. Board of Education policy 0152 provides for the election of Board of Education officers. Officers shall serve until their respective successors are elected or their term ended and shall include a President, Secretary, Treasurer and Vice President.

The Superintendent of Schools is designated as temporary chairman to preside through the election of all officers. Upon the election of all officers, the President shall preside. Election of officers shall be by a majority of the full Board. If, however, only one (1) nomination is made it would be appropriate that nominations be closed and a unanimous ballot be cast.

\* An appropriate motion would be, "I move that \_\_\_\_\_ be nominated for the office of President (and that nominations be closed and a unanimous ballot be cast)."

\* An appropriate motion would be, "I move that \_\_\_\_\_ be nominated for the office of Vice President (and that nominations be closed and a unanimous ballot be cast)."

\* An appropriate motion would be, "I move that \_\_\_\_\_ be nominated for Secretary (and that nominations be closed and a unanimous ballot be cast)."

\* An appropriate motion would be, "I move that \_\_\_\_\_ be nominated for Treasurer (and that nominations be closed and a unanimous ballot be cast)."

- D. SCHOOL PRESENTATIONS: School Board Recognition Month.**

- E. SUPERINTENDENT UPDATE**

- F. STUDENT REPRESENTATIVES UPDATE**

**G. PUBLIC PARTICIPATION:** *Persons who wish to address the Board may complete a Public Comment Card to be presented to the Board president at the beginning of the meeting. Each speaker is allotted a maximum of 5 minutes unless otherwise notified. Each speaker will be asked to announce his/her name and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting. For further details see our policy on Public Participation at Board Meetings.*

**H. CONSENT ITEMS:**

1. Personnel – New Hire. Your packet contains a letter of recommendation for hire from Wylie Principal Katie See for an open social worker position.

\* An appropriate motion might be, “I move that Mary Beth DiFranco be offered a probationary contract for the 2015-16 school year.”

2. Personnel – Leave of Absence. Your packet contains a request to extend a maternity leave of absence from DHS teacher Megan LeBarre and a request for FMLA leave from Creekside teacher Joanne Shipley.

\* An appropriate motion might be, “I move that the Board approve Megan LeBarre’s request to extend her maternity leave to unpaid leave for the remainder of the 2015-16 school year, and approve Joanne Shipley’s FMLA leave from approximately January 4, 2016 through March 4, 2016.”

3. November Budget Report. Your packet contains budget information for the month of November 2015.

\* An appropriate motion might be, “I move that Board receive November Budget Report.”

**I. ACTION ITEMS:**

1. Board Member Compensation. Board policy 0144.1 regulates the amount of annual compensation. This compensation is paid by the District in two installments on or about December 15 and June 15 and shall not be contingent on the number of meetings scheduled or attended. Last year Board members set the amount at \$840 annually. However, Board members voted to continue to reduce their pay by 50% (\$420) for the 2015 calendar year. We will take action this evening to set Board compensation for the 2016 term.

\* An appropriate motion might be, “I move that the annual compensation for Board members be \$\_\_\_\_\_ for the 2016 term of office.”

2. Approve Additional Individual Bonuses. Your packet includes an executive summary and recommendation to approve a \$275 bonus for several individual employees who were inadvertently missing from the December 7<sup>th</sup> approval list.

\* An appropriate motion might be, “I move that the Board approve the attached list of employees to receive a one-time, off-schedule bonus payment of \$275.”

3. Special Education Millage Resolution. Your packet includes an explanation of a Special Education Millage Proposal that the Washtenaw Intermediate School District would like to place on the May 3, 2016 ballot, as well as proposed ballot language. The WISD is seeking support from its nine constituent districts.

\* An appropriate motion might be, "I move that the Board approve the attached resolution supporting the placement of the WISD Special Education Millage on the May 3, 2016 ballot."

4. Policy – Second Reading. Your packet contains draft policies 1240 (Evaluation of the Superintendent), 5320 (immunization), 5830 (Student Fund-Raising), 7540.02 (District Web page), 0140 (Bylaw Revision), 0170 (Bylaw Revision), 1130/3110/4110 (Conflict of Interest), 1217/3217/4217/5772 (Weapons), 1420 (School Administrator Evaluation), 1630.01/3430.01/4430.01 (FMLA), 5517.02 (Sexual Violence), 8321 (Criminal Justice Information Security), 8500 (Food Service), 9211 (District Support Organizations) that were approved for first reading on 12/7/2015 and are ready for second reading and final approval this evening.

\* An appropriate motion might be, "I move that draft policies 1240 (Evaluation of the Superintendent), 5320 (immunization), 5830 (Student Fund-Raising), 7540.02 (District Web page), 0140 (Bylaw Revision), 0170 (Bylaw Revision), 1130/3110/4110 (Conflict of Interest), 1217/3217/4217/5772 (Weapons), 1420 (School Administrator Evaluation), 1630.01/3430.01/4430.01 (FMLA), 5517.02 (Sexual Violence), 8321 (Criminal Justice Information Security), 8500 (Food Service), 9211 (District Support Organizations) be approved for second reading and final approval as amended/presented."

## J. **DISCUSSION ITEMS:**

1. Financial Summary Report & Narrative. Enclosed you will find the Financial Summary Report along with the Financial Narrative from Sharon Raschke. This information is provided for discussion purposes only this evening.

2. Mill Creek Uniform Proposal. Your packet contains a memo from Mill Creek Band Director Andrew Damman requesting that the Board consider helping fund new uniforms for the 7<sup>th</sup> grade band as well as some additional uniforms for the 8<sup>th</sup> grade band, which has more members than it did when their uniforms were purchased. This information is provided for discussion purposes only this evening.

3. Conflict of Interest Form. Enclosed is the Conflict of Interest form that each of you annually complete. Please provide the necessary information, sign it and turn it in this evening.

4. Declaration of Commitment Forms. Enclosed is the Declaration of Commitment form that each of you annually complete. Please provide the necessary signature and turn it in this evening.

5. Schools of Choice for 2016-17. You will have the opportunity to discuss schools of choice openings for the 2016-17 school as presented in the attached memo from Superintendent Chris Timmis. This item is for discussion purposes only and will be placed on the January 25, 2016 agenda for action.

**K. PUBLIC PARTICIPATION:** *See Policy 0167.3*

**L. BOARD COMMENTS**

**M. INFORMATION ITEMS:** Nice Job Notes

**N. CLOSED SESSION:** Negotiations

**MINUTES  
BOARD MEETING  
CREEKSIDE – 7:00pm  
DECEMBER 7, 2015**

**A. ROLL CALL**

**Members Present:** Ron Darr, Bonnie Everdeen, Daryl Kipke, Dick Lundy, Barbara Read, Julie Schumaker, Michael Wendorf, Student Representatives Rylee Kim and James Morgan

**Members Absent:**

**Administrative & Supervisory Staff:** Sharon Raschke, Mollie Sharrar, Chris Timmis, Hope Vestergaard

**D.E.A.:** Jessica Baese

**D.E.S.P.A.:** none

**Transportation:** Craig Lambert, Davey LeBlanc, Todd Aker

**Press:** Sean Dalton, We Love Dexter

**Guests:** none

The meeting was called to order at approximately 7:03pm by Michael Wendorf, President.

**B. MEETING MINUTES**

The Board reviewed meeting minutes from 11/23/15 and closed session minutes from 11/23/15.

A motion was made by Dick Lundy and seconded by Julie Schumaker to approve the meeting minutes and closed session minutes of 11/23/2015.

**Motion Carried (unanimous).**

**C. APPROVAL OF AGENDA**

Board policy provides that the Superintendent of Schools shall prepare an agenda for all meetings as directed by the President of the Board of Education.

A motion was made by Dick Lundy and seconded by Julie Schumaker to approve the agenda as presented. **Motion Carried (unanimous).**

**D. SCHOOL PRESENTATIONS**

Coach Cory Bergen and members of the Dexter High School Girls' Swim and Dive team were recognized for the Division II State Championship.

**E. SUPERINTENDENT UPDATE**

Superintendent Chris Timmis updated the board on the following subjects:

- Ongoing strategic work and blended learning model professional development;
- An ISD request for a Special Education Millage to be placed on the May ballot;

- An agreement to host three Italian exchange students for the 16-17 school year through Educatius;
- Soccer Parents are working with Buildings and Grounds to design, donate, and install a press box at the high school fields;
- Legislative updates including a bill to allow retired teachers to sub, a possible requirement for high school students to pass a civics test comparable to the citizenship test to graduate; a proposal for a state fire code exception to allow use of “lock block” devices to secure classroom doors in the event of danger on campus.

**F. STUDENT REPRESENTATIVES UPDATE**

James Morgan shared several charity events going on at Dexter High School this month: the National Honor Society coat drive, a student council toy drive, and the NHS blood drive.

Rylee Kim answered questions about how student council elections work at the high school level, noted the start of winter sports with hockey and girls’ basketball playing their season openers, and highlighted the fact that the junior class beat the senior class at the Powder Puff volleyball game, which raised \$600 to benefit the Ronald McDonald House.

**G. PUBLIC PARTICIPATION - no requests to speak**

**H. CONSENT ITEMS**

The following consent items were approved in bulk with Dick Lundy making the motion to approve with Ron Darr seconding the motion.

**Motion Carried (unanimous).**

1. Personnel – Resignations

The board accepted the resignations of Michael Kelmenson (effective 12/1/15) and Karen Donahue (effective 12/11/15).

2. Personnel – Leave of Absence

The board granted the Amy Olmstead-Brayton’s request for maternity leave of absence from 3/18/16 through the end of the 15-16 school year. The board also granted Joe Romeo’s unpaid leave of absence during the month December 2015.

**I. ACTION ITEMS**

Board members reviewed a memorandum from Superintendent Chris Timmis and letters of agreement with DEA, DESPA, DAA, and WWBDAMA as well as a list of affected individual contract employees regarding a one-time, off-schedule bonus of \$275 in recognition for staff, teacher, and administrator dedication.

A motion to approve the bonuses in bulk was made by Dick Lundy and seconded by Ron Darr that the letters of agreement be ratified and the

individual contract employee bonuses be approved as listed. **Motion Carried (unanimous).**

**J. DISCUSSION ITEMS**

Policy – First Reading: the Board reviewed a summary along with draft policies 1240 (Evaluation of the Superintendent), 5320 (Immunization), 5830 (Student Fund-Raising), 7540.02 (District Web page), 0140 (Bylaw Revision), 0170 (Bylaw Revision), 1130/3110/4110 (Conflict of Interest), 1217/3217/4217/5772 (Weapons), 1420 (School Administrator Evaluation), 1630.01/3430.01/4430.01 (FMLA), 5517.02 (Sexual Violence), 8321 (Criminal Justice Information Security), 8500 (Food Service), 9211 (District Support Organizations) that were reviewed by the policy committee and ready for first reading.

A motion was made by Dick Lundy and seconded by Bonnie Everdeen that draft policies 1240 (Evaluation of the Superintendent), 5320 (Immunization), 5830 (Student Fund-Raising), 7540.02 (District Web page), 0140 (Bylaw Revision), 0170 (Bylaw Revision), 1130/3110/4110 (Conflict of Interest), 1217/3217/4217/5772 (Weapons), 1420 (School Administrator Evaluation), 1630.01/3430.01/4430.01 (FMLA), 5517.02 (Sexual Violence), 8321 (Criminal Justice Information Security), 8500 (Food Service), 9211 (District Support Organizations) be approved for first reading as presented pending resolution of NEOLA clarification on terminology for policy 5517.02.

**K. PUBLIC PARTICIPATION – no public comment**

**L. BOARD COMMENTS – none**

**M. INFORMATION ITEMS – none**

**N. CLOSED SESSION – none**

A motion was made by Dick Lundy and seconded by Julie Schumaker to adjourn the meeting at approximately 7:50pm.

MINUTES/hlv

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Ron Darr, Secretary  
Board of Education



Wylie Elementary School  
3060 Kensington, Dexter, Michigan 48130  
Katie See, Principal  
734-424-4140  
[seek@dexterschools.org](mailto:seek@dexterschools.org)

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To: Dexter Board of Education  
From: Katie See  
Subject: Social Worker Recommendation  
Date: January 4, 2015

As a result of our most recent interview process, we would like to recommend Mary Beth DiFranco for the social worker position at Wylie. Mary Beth was previously a social worker in the Lincoln Consolidated Schools. She comes highly recommended. Mary Beth has her Master of Social Work from Eastern Michigan University.

Our interview committee was comprised of: Barb Santo, Jessica Leonard, Lori Basar, Ingrid Charlson, Karen Eby, Mollie Kemp, Anna Romano and myself. We highly recommend Mary Beth and feel confident that she will make a difference in the lives of Dexter students and work collaboratively with staff and parents for years to come.

Thank you,

Katie See  
Principal

**Mary Beth DiFranco, LMSW**

(contact info redacted)

**FULL APPROVAL STATE OF MI SCHOOL SOCIAL WORKER  
EDUCATION**

**Master of Social Work**

Family and Children Concentration  
Eastern Michigan University  
April 2010

**Bachelor of Social Work**

Family and Children  
Eastern Michigan University  
August 1988

**PROFESSIONAL EMPLOYMENT**

**School Social Worker**

**Lincoln Consolidated Schools**

LMA/Brick elementary and  
Model Preschool

**2010-Present**

**Ann Arbor Public Schools**

Preschool, K-12 ESY program  
2012 2014

- Participated in Multi-Disciplinary Team assessments and evaluation of students for Special Education services and/or 504 plans,
- Responsible for Functional Behavioral Assessments (gathered data) on students and subsequent Behavioral Intervention Plans
- Created graphs from behavioral data for visual view of behavior patterns
- Utilized depression, self-esteem, anxiety, child behavior checklist, communication screener assessment protocols such as the ADOS 2, Achenbach, BASC, CDI, Conners EC, DECA, Piers Harris, RCMAS, SCQ
- Conducted home study visits
- Assisted families with Community Resources for assistance with food, clothing, eye exams/glasses, hearing aids, and therapy
- Facilitated weekly groups for students on social skills, social emotional goals, anger management, impulse control, attention issues using Best Practice approaches
- Utilized video modeling for social skills groups for 1<sup>st</sup> and 2<sup>nd</sup> graders on appropriate lunchroom behaviors
- Served as the EPY (education Project for homeless youth) Coordinator
- Supported /trained staff on identifying, referring students /families to EPY for services
- Responsible for Crisis Intervention, Grief counseling, Homicide/Suicide Assessment
- Responsible for Tienet service capture, MET assessments, IEP Medicaid billing, progress notes,
- Supported PBIS school wide programming
- Assisted with the development of RTI protocol for staff to follow with specific behaviors
- Participated in development of District Crisis Protocol and Manual

## **Henry Ford Health Systems**

Detroit & Dearborn, MI

### **Chemical Dependency Counselor**

#### **Center for Clinical Effectiveness and Smoking Intervention Program**

- One on one Smoking Cessation Counselor for HFH patients referred by Physician
- Facilitated weekly support group for patients co-morbidities
- Responsible for documentation on patient treatment/progress in medical records
- Followed protocol for prescribing appropriate Nicotine replacement treatment RX for patients
- Referred patients as needed to appropriate clinics for assistance with mental health, physical health issues
- Assisted with interviews of potential candidates for Clinic Counselor positions

### **Recovery Coordinator**

#### **HFH NIH Lung Health Study (*double-blind randomized study of COPD and corticosteroid inhaler, nicorette*)**

- Responsible for the recovery for all “lost to follow-up” research participants-i.e. retainment, contact, travel arrangements, compensation for re-enlisting in the study
- Conducted 3, 6, 9 and 12 month study visits with participants (included answering study questions, checking CO2, smoking cessation counseling)
- Arranged all out of state HFH LHS research participant travel to nearest study center in the US
- Followed appropriate NIH study protocols
- Provided support and referrals as needed for study participants in crisis
- Maintained professional relationships with all US Lung Health Study site Coordinators to ensure collaborative efforts with study participants who had relocated
- Responsible for coordinating Hospital wide QUIT smoking campaign

### **Intake Coordinator**

#### **HFH Child/Adol and Adult Outpatient Psychiatry**

- Conducted all New Patient Assessments in each clinic (depression screening, suicide/homicide assessment)
- Participated in Quality Improvement team meetings to enhance system of new patient and crisis referrals
- Responsible for triage of patients during crisis situations
- Maintained Resource files for Multi-disciplinary Team of Psychiatrists, Psychologists, and Social Workers
- Responsible for monthly stats on new patient referrals
- Sustained professional relationships with other clinics to ensure continuum of care for patie

### **Case Manager Youth Residential**

#### **Spectrum Human Services, Inc.**

- Responsible for overseeing the medical, educational, psycho-social needs of 26 youth ages 9-14 who were in foster care due to abuse/neglect in their home environment
- Implemented trainings with residential care staff on Family Dynamics, Abuse/Neglect impact on youth and Professional Boundaries
- Responsible for Updated Service Plan reports to DHS writing
- Crisis intervention as needed with youth in care
- Facilitated anxiety, depression and social skills support groups with youth in foster care

**Trainings/Certifications/Professional Organizations/Volunteer**

**FULL APPROVAL AS SCHOOL SOCIAL WORKER**

**CBITS** (*Cognitive-Behavioral Intervention for Trauma in Schools*) currently completing online

**Ele's Place trained grief Facilitator-** grief support group for elementary age children

**Michigan Association for Play Therapy trained**

**Safe Schools training for Sexual Minority Youth**

**Non-violent Crisis Intervention certification**

**Education Project for Homelessness Advocate**

**Trained in Trauma/Grief/Loss/Depression/Anxiety/ASD assessment**

**Completed Autism Diagnostic Observation Schedule 2 training**

**Michigan Association of School Social Worker Member**

**Alpha House Volunteer**

**Food Gatherers Volunteer**

**Girls on the Run Volunteer and Volunteer Coordinator for High School students**

**Warm the Children Shopper volunteer**

Megan LaBarre  
2411 Meadowridge Ct.  
Ann Arbor, MI 48105

December 9, 2015

Dear Dr. Timmis and Dexter Board of Education Members:

I write to ask you to allow me a period of extended leave. My husband and I welcomed our daughter, Delaney, on September 23<sup>rd</sup>, 2015. Since that time I have been on paid and unpaid leave available under the Family Medical Leave Act. It is important to me to be present at home during this period of time in her life, and for that reason I respectfully ask to take unpaid leave for the remainder of the 2015-2016 school year.

I have worked at Dexter Community Schools since 2007, serving as a special education teacher at the high school. My work is fulfilling on a number of levels and I genuinely enjoy DCS. While I need to be home for the next several months, I greatly look forward to returning to work in September, 2016. I hope you will consider my request.

Sincerely,

Megan LaBarre



## Creekside Intermediate School

2615 Baker Road, Dexter, Michigan 48130

Tammy Reich, Principal

(734) 424-4160 (734) 424-4169 Fax

[reich@dexterschools.org](mailto:reich@dexterschools.org)

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Friday January 1, 2016

Dear Dr. Timmis,

My name is Joanne Shipley and I teach 5<sup>th</sup> grade at Creekside School. Per FMLA guidelines, I would like to request a leave of absence to care for my son. I would like my leave of absence to consist of the following dates: Monday January 4, 2016 through approximately Friday March 4, 2016. As of now, my return date must remain tentative until we get test results and an updated care plan. I plan to be in communication with my building principal, Tammy Reich, regarding my return as soon as I know more information. I have attached to this letter FMLA paperwork from my son's pediatrician. Please let me know if you approve of this request.

Sincerely,

Joanne Shipley



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Fund/COA 11 - General Fund</b>							
<b>Account Type Revenue</b>							
<b>Function Code R100 - Local Sources - 100</b>							
Function Code R100 - Local Sources - 100 Totals	4,875,034.00	117.08	204,711.57	.00	4,670,322.43	80,687.68	4%
Function Code R100 - Local Sources - 100 Totals	\$4,875,034.00	\$117.08	\$204,711.57	\$0.00	\$4,670,322.43	\$80,687.68	4%
<b>Function Code R200 - Non-Education Sources - 200</b>							
Function Code R200 - Non-Education Sources - 200 Totals	3,564.00	.00	.00	.00	3,564.00	477.55	0%
Function Code R200 - Non-Education Sources - 200 Totals	\$3,564.00	\$0.00	\$0.00	\$0.00	\$3,564.00	\$477.55	0%
<b>Function Code R300 - State Sources - 300</b>							
Function Code R300 - State Sources - 300 Totals	27,357,475.00	2,712,772.86	4,943,414.09	.00	22,414,060.91	5,036,929.46	18%
Function Code R300 - State Sources - 300 Totals	\$27,357,475.00	\$2,712,772.86	\$4,943,414.09	\$0.00	\$22,414,060.91	\$5,036,929.46	18%
<b>Function Code R400 - Federal Sources - 400</b>							
Function Code R400 - Federal Sources - 400 Totals	868,055.00	.00	(1.00)	.00	868,056.00	.00	0%
Function Code R400 - Federal Sources - 400 Totals	\$868,055.00	\$0.00	(\$1.00)	\$0.00	\$868,056.00	\$0.00	0%
<b>Function Code R500 - ISD / Other Sources - 500</b>							
Function Code R500 - ISD / Other Sources - 500 Totals	3,698,542.00	500.00	432,477.00	.00	3,266,065.00	639,940.70	12%
Function Code R500 - ISD / Other Sources - 500 Totals	\$3,698,542.00	\$500.00	\$432,477.00	\$0.00	\$3,266,065.00	\$639,940.70	12%
<b>Function Code R600 - In from other Funds - 600</b>							
Function Code R600 - In from other Funds - 600 Totals	250,770.00	.00	.00	.00	250,770.00	.00	0%
Function Code R600 - In from other Funds - 600 Totals	\$250,770.00	\$0.00	\$0.00	\$0.00	\$250,770.00	\$0.00	0%
<b>Account Type Revenue</b>							
<b>Function Code 100 - Instruction</b>							
Function Code 100 - Instruction Totals	\$37,053,440.00	\$2,713,389.94	\$5,580,601.66	\$0.00	\$31,472,838.34	\$5,758,035.39	15%
<b>Account Type Expense</b>							
<b>Function Code 100 - Instruction</b>							
Function Code 100 - Instruction Totals	\$18,297,426.00	2,586,850.28	5,297,043.34	39,454.29	12,960,928.37	5,078,247.16	29%
Function Code 120 - Added Needs - 120	3,655,127.00	464,845.57	913,793.43	.00	2,741,333.57	976,366.83	25%
Function Code 100 - Instruction Totals	\$21,952,553.00	\$3,051,695.85	\$6,210,836.77	\$39,454.29	\$15,702,261.94	\$6,054,613.99	28%
<b>Function Code 200 - Supporting Services</b>							
Function Code 200 - Supporting Services Totals	3,971,842.00	545,772.69	1,092,772.29	63,121.20	2,815,948.51	1,008,095.90	28%
Function Code 210 - Support Services-Pupil - 210	1,924,716.00	203,996.72	688,073.57	35,104.49	1,201,537.94	956,815.95	36%
Function Code 220 - Support Services-Instructional - 220	720,626.00	104,761.55	302,991.35	1,007.72	416,626.93	319,375.34	42%
Function Code 230 - Support Services-Administration - 230	2,196,065.00	300,886.22	827,798.38	(186.22)	1,368,452.84	845,321.79	38%
Function Code 240 - Support Services-School Admin - 240	720,365.00	77,039.54	254,428.47	40,424.46	425,512.07	257,019.15	35%
Function Code 250 - Support Services-Business - 250	3,365,433.00	416,789.50	1,310,269.54	291,246.88	1,763,916.58	1,396,055.40	39%
Function Code 260 - Operations and Maintenance - 260	1,588,484.00	217,790.55	499,335.41	1,245.26	1,087,903.33	547,279.96	31%
Function Code 270 - Pupil Transportation - 270	200,287.00	17,107.02	200,287.00	.00	149,781.12	51,218.19	25%
Function Code 280 - Supporting Services-Central - 280	\$14,687,818.00	\$1,884,143.79	\$5,026,174.89	\$431,963.79	\$9,229,679.32	\$5,381,181.68	34%
<b>Function Code 300 - Community Services</b>							
Function Code 300 - Community Services Totals	.00	.00	.00	.00	.00	.00	+++
Function Code 330 - Community Activities - 330	.00	.00	.00	.00	.00	.00	+++
Function Code 350 - Care of Children - 350	1,706.00	.00	.00	.00	1,706.00	.00	0
Function Code 370 - Non Public School Pupils - 370	.00	.00	.00	.00	.00	.00	+++
Function Code 390 - Other Community Services - 390	\$1,706.00	\$0.00	\$0.00	\$0.00	\$1,706.00	\$0.00	0%
<b>Function Code 400 - Government Agencies &amp; Prior Period</b>							
Function Code 400 - Government Agencies & Prior Period Totals	.00	.00	.00	.00	.00	53,173.17	+++
Function Code 400 - Government Agencies & Prior Period Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,173.17	+++
<b>Function Code 500-600 - Other Financing Uses</b>							
Function Code 600 - Fund Modifications - 600	910,988.00	.00	200,000.00	.00	710,988.00	200,000.00	22%
Function Code 500-600 - Other Financing Uses Totals	\$910,988.00	\$0.00	\$200,000.00	\$0.00	\$710,988.00	\$200,000.00	22%



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
Account Type <b>Expense Totals</b>	\$37,553,065.00	\$4,935,839.64	\$11,437,011.66	\$471,418.08	\$25,644,635.26	\$11,688,968.84	30 %
FUND CODE <b>11 - General Fund</b>	(\$499,625.00)	(\$2,222,449.70)	(\$5,856,410.00)	(\$471,418.08)	\$5,828,203.08	(\$5,930,933.45)	1,172 %



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Recl/Spent
<b>Function Code 23 - Community Service Fund</b>							
<b>Revenue</b>							
Function Code R100 - Local Sources - 100 Totals	2,044,687.00	161,992.60	984,191.20	.00	1,060,495.80	973,896.16	48%
Function Code R300 - State Sources - 300 Totals	\$2,044,687.00	\$161,992.60	\$984,191.20	\$0.00	\$1,060,495.80	\$973,896.16	48%
Function Code R300 - State Sources - 300 Totals	47,069.00	.00	.00	.00	47,069.00	.00	0%
Function Code R300 - State Sources - 300 Totals	\$47,069.00	\$0.00	\$0.00	\$0.00	\$47,069.00	\$0.00	0%
Function Code R400 - Federal Sources - 400 Totals	125,000.00	.00	22,179.42	.00	102,820.58	.00	18%
Function Code R400 - Federal Sources - 400 Totals	\$125,000.00	\$0.00	\$22,179.42	\$0.00	\$102,820.58	\$0.00	18%
Function Code R500 - ISD / Other Sources - 500 Totals	.00	.00	.00	.00	.00	.00	+++
Function Code R500 - ISD / Other Sources - 500 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function Code R600 - In from other Funds - 600 Totals	910,988.00	.00	200,000.00	.00	710,988.00	200,000.00	22%
Function Code R600 - In from other Funds - 600 Totals	\$910,988.00	\$0.00	\$200,000.00	\$0.00	\$710,988.00	\$200,000.00	22%
Function Code Revenue Totals	\$3,127,744.00	\$161,992.60	\$1,206,370.62	\$0.00	\$1,921,373.38	\$1,173,896.16	39%
<b>Expense</b>							
Function Code 110 - Basic Functions - 110 Totals	142,384.00	24,131.61	54,925.35	.00	87,458.65	72,373.70	39%
Function Code 100 - Instruction Totals	\$142,384.00	\$24,131.61	\$54,925.35	\$0.00	\$87,458.65	\$72,373.70	39%
Function Code 200 - Supporting Services Totals	6,764.00	602.30	602.30	.00	6,161.70	129.50	9%
Function Code 220 - Support Services-Instructional - 220 Totals	.00	.00	.00	.00	.00	.00	+++
Function Code 250 - Support Services-Business - 250 Totals	203,262.00	14,577.05	53,260.27	9,012.84	140,988.89	87,358.94	26%
Function Code 260 - Operations and Maintenance - 260 Totals	75,000.00	26,150.57	26,150.57	.00	48,849.43	.00	35%
Function Code 270 - Pupil Transportation - 270 Totals	655,962.00	162,833.73	353,161.92	4,275.39	298,524.69	287,636.30	54%
Function Code 290 - Support Services-Other - 290 Totals	\$840,988.00	\$204,163.65	\$433,175.06	\$13,288.23	\$494,524.71	\$375,124.74	46%
Function Code 300 - Community Services Totals	279,685.00	48,845.91	129,664.55	879.25	149,121.20	131,618.35	46%
Function Code 310 - Community Services Direction - 310 Totals	485,140.00	51,875.69	169,703.34	2,490.40	312,946.26	197,110.29	35%
Function Code 320 - Community Recreation - 320 Totals	1,052,722.00	131,265.73	487,214.23	449.00	565,058.77	355,036.65	46%
Function Code 350 - Care of Children - 350 Totals	126,675.00	89.86	22,289.31	1,157.14	103,228.55	292.00	18%
Function Code 390 - Other Community Services - 390 Totals	\$1,944,202.00	\$232,077.19	\$808,871.43	\$4,975.79	\$1,130,354.78	\$684,057.29	42%
Function Code 500-600 - Other Financing Uses Totals	100,170.00	.00	.00	.00	100,170.00	.00	0%
Function Code 600 - Fund Modifications - 600 Totals	\$100,170.00	\$0.00	\$0.00	\$0.00	\$100,170.00	\$0.00	0%
Function Code 500-600 - Other Financing Uses Totals	\$3,127,744.00	\$460,372.45	\$1,236,971.84	\$18,264.02	\$1,812,508.14	\$1,131,555.73	41%
Function Code 23 - Community Service Fund Totals	\$0.00	(\$298,379.85)	(\$90,601.22)	(\$18,264.02)	\$108,865.24	\$42,340.43	+++



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Function Code 25 - School Lunch Fund</b>							
<b>Account Type Revenue</b>							
Function Code R100 - Local Sources - 100 Totals	1,210,570.00	119,796.63	476,999.89	.00	733,570.11	476,769.06	39 %
Function Code R300 - State Sources - 300 Totals	\$1,210,570.00	\$119,796.63	\$476,999.89	\$0.00	\$733,570.11	\$476,769.06	39 %
Function Code R300 - State Sources - 300 Totals	56,130.00	4,800.39	9,600.78	.00	46,529.22	9,605.85	17 %
Function Code R300 - State Sources - 300 Totals	\$56,130.00	\$4,800.39	\$9,600.78	\$0.00	\$46,529.22	\$9,605.85	17 %
Function Code R400 - Federal Sources - 400 Totals	258,195.00	43,638.36	43,638.36	.00	214,556.64	53,124.36	17 %
Function Code R400 - Federal Sources - 400 Totals	\$258,195.00	\$43,638.36	\$43,638.36	\$0.00	\$214,556.64	\$53,124.36	17 %
Function Code R500 - ISD / Other Sources - 500 Totals	144,000.00	1,102.50	1,102.51	.00	142,897.49	7,227.23	1 %
Function Code R500 - ISD / Other Sources - 500 Totals	\$144,000.00	\$1,102.50	\$1,102.51	\$0.00	\$142,897.49	\$7,227.23	1 %
Account Type Expense	\$1,666,895.00	\$169,337.88	\$531,341.54	\$0.00	\$1,137,553.46	\$546,726.50	32 %
<b>Function Code 200 - Supporting Services Totals</b>							
Function Code 200 - Supporting Services	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 210 - Support Services-Pupil - 210	5,088.00	.00	5,785.06	.00	(697.06)	2,315.72	114
Sub Function Code 260 - Operations and Maintenance - 260	1,500,905.00	175,327.22	559,400.11	503,385.55	438,119.34	623,520.66	37
Sub Function Code 290 - Support Services-Other - 290	\$1,500,905.00	\$175,327.22	\$559,400.11	\$503,385.55	\$437,422.28	\$625,836.38	38 %
<b>Function Code 500-600 - Other Financing Uses</b>							
Function Code 500-600 - Other Financing Uses	150,599.00	.00	.00	.00	150,599.00	.00	0
Sub Function Code 600 - Fund Modifications - 600	\$150,599.00	\$0.00	\$0.00	\$0.00	\$150,599.00	\$0.00	0 %
Function Code 500-600 - Other Financing Uses Totals	\$1,656,592.00	\$175,327.22	\$565,185.17	\$503,385.55	\$588,021.28	\$625,836.38	34 %
Account Type Expense Totals	\$12,303.00	(\$5,989.34)	(\$33,843.63)	(\$503,385.55)	\$649,532.18	(\$79,109.88)	-275 %



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Function Code 30 - Debt Retirement Fund</b>							
<b>Account Type Revenue</b>							
Function Code R100 - Local Sources - 100 Totals	10,220,746.00	.01	3,998.84	.00	10,216,747.16	1,663.40	0 %
	\$10,220,746.00	\$0.01	\$3,998.84	\$0.00	\$10,216,747.16	\$1,663.40	0 %
<b>Account Type Expense</b>							
Function Code R500 - ISD / Other Sources - 500 Totals	4,569,272.00	.00	1,356,053.00	.00	3,213,219.00	1,544,125.00	30 %
	\$4,569,272.00	\$0.00	\$1,356,053.00	\$0.00	\$3,213,219.00	\$1,544,125.00	30 %
Function Code R600 - In from other Funds - 600 Totals	.00	.00	.00	.00	.00	.00	+++
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
<b>Function Code Revenue Totals</b>	<b>\$14,790,018.00</b>	<b>\$0.01</b>	<b>\$1,360,051.84</b>	<b>\$0.00</b>	<b>\$13,429,966.16</b>	<b>\$1,545,788.40</b>	<b>9 %</b>
<b>Account Type Expense</b>							
Function Code 200 - Supporting Services	51,000.00	.00	963.36	.00	50,036.64	18,618.02	2 %
	\$51,000.00	\$0.00	\$963.36	\$0.00	\$50,036.64	\$18,618.02	2 %
Function Code 500-600 - Other Financing Uses	15,205,233.00	.00	1,782,616.38	.00	13,422,616.62	1,975,841.38	12 %
	\$15,205,233.00	\$0.00	\$1,782,616.38	\$0.00	\$13,422,616.62	\$1,975,841.38	12 %
<b>Function Code Expense Totals</b>	<b>\$15,256,233.00</b>	<b>\$0.00</b>	<b>\$1,783,579.74</b>	<b>\$0.00</b>	<b>\$13,472,653.26</b>	<b>\$1,994,459.40</b>	<b>12 %</b>
	(\$466,215.00)	\$0.01	(\$423,527.90)	\$0.00	(\$42,687.10)	(\$448,671.00)	91 %

# Board Monthly Financial Report

Fiscal Year to Date 11/30/15



Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Function Code 48 - 2008 Capital Projects Fund</b>							
<b>Account Type Revenue</b>							
Function Code R100 - Local Sources - 100	.00	235.01	913.77	.00	(913.77)	406.39	+++
<b>Function Code R100 - Local Sources - 100 Totals</b>	<b>\$0.00</b>	<b>\$235.01</b>	<b>\$913.77</b>	<b>\$0.00</b>	<b>(\$913.77)</b>	<b>\$406.39</b>	<b>+++</b>
<b>Account Type Expense</b>							
Function Code R500 - ISD / Other Sources - 500	.00	.00	.00	.00	.00	.00	+++
<b>Function Code R500 - ISD / Other Sources - 500 Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>
<b>Function Code R500 - ISD / Other Sources - 500 Revenue Total</b>	<b>\$0.00</b>	<b>\$235.01</b>	<b>\$913.77</b>	<b>\$0.00</b>	<b>(\$913.77)</b>	<b>\$406.39</b>	<b>+++</b>
<b>Function Code 200 - Supporting Services</b>							
Sub Function Code 250 - Support Services-Business - 250	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 260 - Operations and Maintenance - 260	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 270 - Pupil Transportation - 270	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 280 - Support Services-Central - 280	.00	.00	(50.00)	.00	50.00	1,288,115.66	+++
<b>Function Code 200 - Supporting Services Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>(\$50.00)</b>	<b>\$0.00</b>	<b>\$50.00</b>	<b>\$1,288,115.66</b>	<b>+++</b>
<b>Function Code 400 - Government Agencies &amp; Prior Period</b>							
Sub Function Code 400 - Other Government Agencies - 400	.00	20,786.52	69,647.11	.00	(69,647.11)	171,887.26	+++
<b>Function Code 400 - Government Agencies &amp; Prior Period Totals</b>	<b>\$0.00</b>	<b>\$20,786.52</b>	<b>\$69,647.11</b>	<b>\$0.00</b>	<b>(\$69,647.11)</b>	<b>\$171,887.26</b>	<b>+++</b>
<b>Function Code 500-600 - Other Financing Uses</b>							
Sub Function Code 500 - Debt Service - 500	.00	.00	.00	.00	.00	.00	+++
Function Code 500-600 - Other Financing Uses Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
<b>Account Type Expense</b>							
Function Code 48 - 2008 Capital Projects Fund	\$0.00	\$20,786.52	\$69,597.11	\$0.00	(\$69,597.11)	\$1,460,002.92	+++
<b>Function Code 48 - 2008 Capital Projects Fund Service Totals</b>	<b>(\$953,537.00)</b>	<b>(\$2,547,370.39)</b>	<b>(\$6,473,066.09)</b>	<b>(\$993,067.65)</b>	<b>\$6,512,596.74</b>	<b>(\$7,875,970.43)</b>	<b>679 %</b>

Dexter Community Schools  
Board of Education  
Executive Summary and Recommendation

- Purpose:** To approve a \$275 bonus to individual employees who were inadvertently missing from the December approval list.
- Explanation:** The Board approved bonus payments for all employees in December. The approval was missing a few names that are not members of a bargaining group.
- Recommendation:** It is the recommendation of the Superintendent that the Dexter Community Schools Board of Education approve the attached list employees to receive at \$275 a one-time, off-schedule bonus payment to all teachers, administrators, and staff.

Dexter Community Schools  
Board of Education  
Executive Summary and Recommendation

Lloyd Huff  
Sandy Stewart  
Debbie Wild  
Harvey Chamberlain  
Kathleen Chamberlain  
Wendall Webb  
Pam Devault



## A Special Education Millage Proposal

**1. What is being proposed?**

The Washtenaw Intermediate School District is seeking support from the nine constituent districts to place a Special Education Millage question on the May 3, 2016 ballot. The WISD is proposing a 1.5 mill increase to the current millage collected from tax payers.

**2. How long would this millage increase be levied?**

Through 2025

**3. How will this financially impact homeowners?**

A home with a market value of \$100,000 and a taxable value of \$50,000, will pay an additional \$75 per year, or \$6.25 per month.

**4. How many students in the county receive special education services?**

Nearly 6,500 students, or 1 in 7, receive special education services.

**5. Special education services are mandated by the state. What is the cost to educate students with special needs in our county and how much is currently collected through the millage?**

Special Education programs cost approximately \$121 million annually. State and federal funding covers \$40 million of the cost and the current millage provides \$57 million to cover part of the remaining cost.

**6. How much revenue would a millage increase generate?**

Approximately \$22 million per year, which would offset the \$24 million in general fund money that local public school districts must divert from general education programs.

**7. How will the funds be distributed?**

The millage dollars are shared by all school systems and public school academies in Washtenaw County using a cost-reimbursement formula.

## SPECIAL EDUCATION MILLAGE PROPOSAL

This proposal will increase the levy by the intermediate school district of special education millage previously approved by the electors.

Shall the 3.8761 mills limitation (\$3.8761 on each \$1,000 of taxable valuation) on the annual property tax previously approved by the electors of Washtenaw Intermediate School District, Michigan, for the education of students with a disability be increased by 1.5 mills (\$1.50 on each \$1,000 of taxable valuation) for a period of 10 years, 2016 to 2025, inclusive; the estimate of the revenue the intermediate school district will collect if the millage is approved and levied in 2016 is approximately \$22,163,000 from local property taxes authorized herein?

\_\_\_\_\_, \_\_\_\_\_ County(ies), Michigan (the "School District")

A \_\_\_\_\_ meeting of the board of education of the School District (the "Board") was held in the \_\_\_\_\_, within the boundaries of the School District, on the \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_\_\_, at \_\_\_\_\_ o'clock in the \_\_\_\_m.

The meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS:**

1. This School District is a constituent local school district of the Washtenaw Intermediate School District, Michigan (the "ISD"); and
2. This School District has received information from the Board of the ISD detailing the ISD's anticipated request for a special election to consider a special education millage ballot question; and
3. This Board desires to express its support for the ISD's proposed special education millage question.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. This Board of Education formally states its support for the ISD's call for a special election on Tuesday, May 3, 2016, and its support for the ISD's proposed special education millage question to be placed on the ballot of that election.
2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, \_\_\_\_\_ County(ies), Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 201\_\_\_\_, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

\_\_\_\_\_  
Secretary, Board of Education

To: Board of Education

From: Sharon Raschke

Date: December 18, 2015

RE: Business Office Financial Narrative - November 30, 2015

Financial updates to the Board are provided at the close of November, March, May, and June each year. The purpose of this memo is to provide an overview of financial performance thru November 30, 2015. Included with this Financial Update is a compilation of individual financial narratives that were prepared by the administrators, department managers, and program directors.

The "Board Monthly Financial Report" summarizes the revenue and expenditures of the General Fund, Community Services Fund, and Food Services Fund to the functional level, consistent with the actual Board adopted budget. The Board receives this report monthly.

The "Expenses by Building/Program" provides additional detail by building and function. It is the summary referenced by the administrators and managers when summarizing their assessment of financial performance.

#### Summary

The budget is developed based on planned funding, staff, and programs with the most accurate information available at the time. Consistent with what we have done historically, we budget based on full staffing and do not prorate based on vacancies that might occur due to mid-year turnover or leave of absences. Administrators and managers are conservative and careful in authorizing spending. Some expenses, such as health insurance and utilities, can be volatile and may be somewhat unpredictable. Other expenses, such as tax refunds and deductibles on property insurance claims, are budgeted based on historical data, but favorable circumstances may allow us to minimize such expenditures in a given year. Inherent to our philosophy, budgets are not spent out simply because money has been approved. When final results come in under budget, the excess funds are either carried over to the following year, when applicable by board policy, or added to fund balance.

The purpose of this memo is to provide an overview of actual results thru November 30, 2015 compared to the district wide budget. I am including only budget areas outside the building and program budgets that are managed and monitored by other district administrators and program directors and covered by their individual reports.

Keep in mind that the November revision to the budget incorporated revenues and expenses that were known at that time.

#### Review of Revenue Budget Categories

General Fund Revenue - Revenue amounts are projected or estimated based on the amount and timing of payments for state aid per pupil foundation, number of students, local property taxes, federal grants, state grants, local grants, and other local revenue.

Foundation - The state aid per pupil foundation was based on \$7,693. Also included are the Foundation Guarantee, Early Literacy, Computer Adaptive Testing, Data Collection, Technology Readiness Infrastructure, Retirement Rate offset, and Retirement unfunded stabilization payments. It is always possible that further State changes will occur for 2015-16, but I am not aware of any planned adjustments at this time.

Indirect/Direct Transfers to General Fund – The budgeted transfers are \$150,599 (10%) from Food Service and \$100,170 (5%) from Community Education. Transfers have not been posted through November 30.

#### Review of Expense Budget Categories

Expenses that are reported in the Financial Summary report include expenses paid and encumbered. Buildings and other programs have varying levels of purchase orders that have been issued for anticipated expenses. This may be misconstrued that a building or department has spent a larger portion of its annual budget or is doing better or worse than previous years. Please be cautious of making judgments without having the background information that supports the budget information presented.

Payroll – Expenses for salaries affect every building/program area with staff. The budget for salaries is based on annualized contracts. Year to date payroll is approximately 25% complete for teaching staff and 42% complete for non-teaching staff.

Leave of absences affect overall results compared to budget. When staff has enough sick days banked to be paid for the duration of the leave, we incur the cost of the absent staff plus the cost of a substitute for that position. When a portion of the leave of absence is unpaid the lower cost of the substitute results in a reduced cost of coverage for a particular position. So far this year, we are managing leaves of absences for 13 employees, including 9 teachers, 3 B&G, and 1 para educator. Paid leaves create vacancies that need to be filled with sub employees and result in a negative variance to budget. For teachers whose leave of absence was the entire school year, we already adjusted the budget for the savings due to the unpaid portion of the leave.

Health-Related Benefits – The 2015-16 budget for health related expenses is a combination of MESSA fully insured medical, dental, vision, LTD, Life, BCBS fully insured medical, other mandatory taxes and fees of medical plans and run out claims and administration. At this time 5/12 of the annual budget has been recorded. We have not reconciled utilization at this time.

Instructional Support – The Special Education Director has prepared a narrative for matters related to special education. The Executive Director of Instruction and Strategic Initiatives has prepared a narrative for matters related to Curriculum and Instruction. Instructional Support also includes the costs of the Nurse.

Board of Education – This category includes activities of the Board of Education including board stipends, workshops, legal, unemployment, audit, and election costs. At this time, I do not expect any major variances that were not already included in and/or discussed in the November revision to the budget.

Executive Administration – This category is for the office of the superintendent. The budget includes superintendent and executive director of curriculum and strategic initiatives per contractual obligations at November 30. At this time, I do not expect any major variances that were not already included in and/or discussed in the November revision to the budget.

Finance – This category includes the business office and associated services.

Our Controller resigned effective December 11. This position will not be replaced. Approximately \$20,000 less than budget in payroll expenses for the year is anticipated as a result.

Business Services - This category includes severance payments, board insurance, non-health claim deductibles, interest expense, and tax refunds/collection costs. At this time, I do not expect any major variances that were not already included in and/or discussed in the November revision to the budget.

Utilities/Security – This category includes district utilities, the liaison officer, and property insurance. At this time, I do not expect any major variances that were not already included in and/or discussed in the November revision to the budget. Please also see the Utilities report of the Executive Director of Support Services.

Personnel - This category is for the office of personnel. I do not expect a major variance from the November revision to the budget.

Transfers - This category is for recording transfers out of General Fund for consortium, special education tuition, and community services fund subsidy. The Consortium transfer is for our portion of costs associated with our participation in the vocational education program. The Special Education transfers are for our usage of Special Education services housed at other districts.

The Athletic Program will receive a subsidy up to \$479,056 as approved in the November revision.

The Community Education Program will require a subsidy up to \$431,932 by General Fund which includes a subsidy of \$135,185 for the net cost of the CPA coordinator and the utilities and maintenance of both pools. The remaining divisions in the Community Education program will be returning 5% of expenditures to support a portion of the indirect costs in General Fund. The indirect transfer back to General Fund

is budgeted at \$100,170. The transfer to General Fund has not been recorded in the November 30 report.

Please see the program reports from the Special Education Director, Athletic Director, and Community Education Director.

Debt Services – This category is for the Common Debt Retirement of the 1998 Debt, 2008 Building and Site and Refunding Debt, 2012 Building and Site and Refunding Debt, 2012B Taxable Refunding of the SBLF Debt.

Revenues are property tax collections. December 1 property tax revenues are being received. Expenditures are principal and interest payments on the bonded debt. A loan of approximately \$4,569,272 will be required from the School Bond Loan Fund to cover our obligations for 2015-16. The projection is that we will begin repayment of the School Bond Loan Fund starting in 2016-17.

While the goal is that these funds have revenue equal to expenses and no fund balance, the timing of payments on the debt and the taxes received from collections generate some fluctuation in balances.

To: Board of Education

From: Sharon Raschke

Date: December 18, 2015

RE: Financial Narratives - November 30, 2015

The following is a compilation of information received from administrators and program directors/managers in regard to budget status as of November 30, 2015.

**Bates** – Bates Elementary School expenses continue to operate within the budget as established at the beginning of the school year. The 29% of the budget spent is within the expenditures of the previous years. At this time Bates Elementary anticipates that it will continue to operate within its budgetary constraints for the remainder of the year.

Our parent group continues to supplement our budget with fundraisers and grants, assisting in our ability to pay for assemblies, field trips, and materials that we would otherwise have taken from our per pupil funding.

**Cornerstone** – The Cornerstone Elementary School expenses continue to be in line with expenditures from previous years. The 30% of the budget spent at this time is comparable to the previous three years. The Cornerstone teaching staff has remained consistent throughout the year. We will have two teachers leaving on maternity. Our para educator numbers remain consistent. There is one para-educator out on leave.

Cornerstone's carry over money will be used to supplement our supply money. Our carry over money is being used to provide the teachers with the supplies they need to enhance and teach the curriculum. Cornerstone's parent teacher group has provided funds from fundraisers to help supplement our budget, support student programs, and purchase varied student seating options. This year they have already granted us over \$34,000 in grants. Cornerstone is working within its established budget.

**Wylie** – Wylie Elementary School is currently operating within its budget for the 2015-16 school year. Our school will continue to add to our guided reading library with a focus on our struggling and excelling students. Our reading data shows that as we strive to ensure that all of our students grow as readers, we need to focus on these two subgroups. We are also planning to send our teachers to workshops throughout the year to support the district individualized professional learning initiative. We have planned for these purchases and anticipate staying within the established budget.

**Creekside** – The expenses for Creekside Intermediate School continues to operate within the allotted budget for the fiscal year. Carry over money will be used to supplement our supply and professional learning money. We have seen an increase in expenses with the implementation of small group instruction (leveled texts and assessment kits), materials for differentiation, conference registration and professional opportunities for our staff. We anticipate two maternity leaves for the 2015-16 school year and we have had an increase in para educators.

**Mill Creek** – At Mill Creek Middle School, we continue to operate under the budget established at the start of this fiscal year. I do not anticipate any fiscal challenges that will alter our original plan of operating under the established budget.

**Dexter High School** – Dexter High School is currently operating within its budget for the 2015-16 school year. We are struggling with the challenges of maintaining textbooks and copier supplies at DHS. We look forward to working on better ways to keep costs down for copy machines, printers, and textbook purchases.

**Curriculum and Instruction** – Curriculum and Instruction expenses are progressing as planned. We have spent about 30% of our budget so far this year. Our budget has supported the purchase of NWEA in grades K-8, updates to Everyday Math for the new version rollover, music purchases for Creekside, workshops for Teacher's College and ESL training, as well as updated ELA resources for grades K-4. We are on track to be able to purchase writing materials for grades K-6 in the spring (including professional learning support) and have been able to fund extended math opportunities with our advanced students.

**Special Education** – The Special Education Department is currently operating within its budget for the 2015-16 school year. We currently have 413 special education students receiving services within the district. The department will need to hire a social worker for Wylie Elementary School (.8 FTE) due to a recent resignation.

**Athletics and Community Education –**  
Athletics Program

The athletic department is operating within the budget established earlier this year.

Fall participation fees have been collected. We are currently working to complete the winter participation fees.

We had an outstanding fall season. We won several SEC league titles, Regional titles and a State Championship!

The department is continuing to work at all levels to build upon the progress that we have made last school year. We will continue to establish procedures to help organize our department.

### Community Education Program

The Early Childhood division is over budget. We are currently working on a plan to bring these costs within budget, including staffing options and tuition increase. However, some of this was expected as we took over the existing programs and need to bring the building costs and income in line. We are in year 2 of a 5 year plan.

Our Childcare division programming is also on target to cover costs. Three of our four centers are operating at capacity.

The Recreation and Enrichment division is steady. We have added several new classes for the winter semester.

The Aquatics division is stable. There have been several unexpected pool repairs. The programming side should break even.

The Facilities Rental division is steady. School and lower rent club rentals make it difficult to serve the outside rental groups. This crowding is experienced in gyms, theaters, and field space.

We have begun a full look at all divisions and will be making some changes mid-year to help this year's budget and add greater savings for the next year.

**Buildings and Grounds** – The B&G Department is currently undergoing a substantial overhaul. We are developing and modifying inventory control procedures, equipment lists and replacement schedules, training plans, staff evaluations, building report cards, etc. During the first three months we have spent our funds diligently, however, many pieces of equipment, buildings, and grounds/property were in dire need of immediate expenditures.

We have begun development of a list of our fixed costs as opposed to variable costs so we may better allocate our funding and thus spend our allotted dollars in the most cost effective manner. There will be more information on this forthcoming.

**Business Office** (all areas not covered elsewhere) – Please refer to the memo dated December 18, 2015 from Sharon Raschke.

**Food and Nutrition** – Food & Nutrition, adjusted for revenue accruals and expenses encumbered, are \$670,777 revenue and \$654,218 expenses through November 30.

The Food & Nutrition Fund Balance through November 30 is \$16,559, however the projected Fund Balance through June 30 is \$26,135, in line with the November 2015-16 revision. Detailed budget information by school, including monthly profit and loss statements, are available upon request.

**Technology** – The Technology Department is on target to operate within our current budget. Our repair expenditures are on the rise due to aging equipment. Our mobile and computer management software licensing renews this year and will add a significant expense to the budget. We are starting to purchase year long software subscriptions, where in the past we would

purchase software and have it for many years. The yearly cost is less than the purchase price, however over time it does bring up the total cost of ownership. One advantage is we now have access to the latest and greatest software.

We continue to work with curriculum, administration, and teachers to provide the best learning environment for our students. Over Christmas break, we are making significant configuration changes to our network infrastructure and installing a backup/disaster recovery system. This will allow for little to no interruption in technology services to our staff and students should server hardware fail. It will also ensure our data is protected in case of a natural disaster.

**Transportation** – The Transportation Department is continuing to operate within our allocated budget. We have experienced a few anomalies but I do not anticipate any fiscal challenges that will result in our exceeding our budget. As always, we are continually monitoring and evaluating our operations.

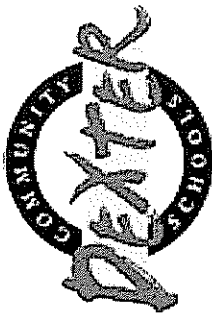
**Utilities** – The following information shows a comparison of units of energy use and the associated cost for the period of July – September and also comparing the years 2007 (our base comparison year), 2014 and 2015.

**Units of Use**

<b>Utility</b>	<b>2007</b>	<b>2014</b>	<b>2015</b>
Electricity	2,125,307	1,487,880	1,765,620
Gas	14,679	14,880	8,800

**Cost of Use**

<b>Utility</b>	<b>2007</b>	<b>2014</b>	<b>2015</b>
Electricity	\$ 218,874	\$ 118,077	\$ 116,694
Gas	\$ 18,557	\$ 7,487	\$ 11,060



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

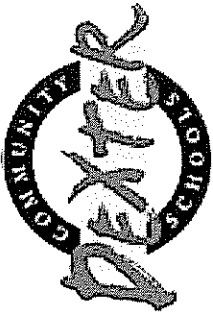
Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Function Code 11 - General Fund</b>							
<b>Account Type Revenue</b>							
Function Code R100 - Local Sources - 100	4,875,034.00	117.08	204,711.57	.00	4,670,322.43	80,687.68	4%
Function Code R200 - Non-Education Sources - 200	54,875,034.00	\$117.08	\$204,711.57	\$0.00	\$4,670,322.43	\$80,687.68	4%
<b>Totals</b>	<b>59,750,068.00</b>	<b>\$117.08</b>	<b>\$204,711.57</b>	<b>\$0.00</b>	<b>\$4,670,322.43</b>	<b>\$80,687.68</b>	<b>4%</b>
<b>Function Code 200 - Non-Education Sources - 200</b>							
Function Code R200 - Non-Education Sources - 200	3,564.00	.00	.00	.00	3,564.00	477.55	0%
<b>Totals</b>	<b>\$3,564.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,564.00</b>	<b>\$477.55</b>	<b>0%</b>
<b>Function Code 300 - State Sources - 300</b>							
Function Code R300 - State Sources - 300	27,357,475.00	2,712,772.86	4,943,414.09	.00	22,414,060.91	5,036,929.46	18%
<b>Totals</b>	<b>\$27,357,475.00</b>	<b>\$2,712,772.86</b>	<b>\$4,943,414.09</b>	<b>\$0.00</b>	<b>\$22,414,060.91</b>	<b>\$5,036,929.46</b>	<b>18%</b>
<b>Function Code 400 - Federal Sources - 400</b>							
Function Code R400 - Federal Sources - 400	868,055.00	.00	(1.00)	.00	868,056.00	.00	0%
<b>Totals</b>	<b>\$868,055.00</b>	<b>\$0.00</b>	<b>(\$1.00)</b>	<b>\$0.00</b>	<b>\$868,056.00</b>	<b>\$0.00</b>	<b>0%</b>
<b>Function Code 500 - ISD / Other Sources - 500</b>							
Function Code R500 - ISD / Other Sources - 500	3,698,542.00	500.00	432,477.00	.00	3,266,065.00	639,940.70	12%
<b>Totals</b>	<b>\$3,698,542.00</b>	<b>\$500.00</b>	<b>\$432,477.00</b>	<b>\$0.00</b>	<b>\$3,266,065.00</b>	<b>\$639,940.70</b>	<b>12%</b>
<b>Function Code 600 - In from other Funds - 600</b>							
Function Code R600 - In from other Funds - 600	250,770.00	.00	.00	.00	250,770.00	.00	0%
<b>Totals</b>	<b>\$250,770.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$250,770.00</b>	<b>\$0.00</b>	<b>0%</b>
<b>Account Type Revenue Totals</b>							
	\$37,053,440.00	\$2,713,389.94	\$5,580,601.66	\$0.00	\$31,472,838.34	\$5,758,035.39	15%
<b>Account Type Expense</b>							
<b>Function Code 100 - Instruction</b>							
Sub Function Code 110 - Basic Functions - 110	18,297,426.00	2,586,850.28	5,297,043.34	39,454.29	12,960,926.37	5,078,247.16	29%
Sub Function Code 120 - Added Needs - 120	3,655,127.00	464,845.57	913,793.43	.00	2,741,333.57	976,366.83	25%
<b>Totals</b>	<b>\$21,952,553.00</b>	<b>\$3,051,695.85</b>	<b>\$6,210,836.77</b>	<b>\$39,454.29</b>	<b>\$15,702,261.94</b>	<b>\$6,054,613.99</b>	<b>28%</b>
<b>Function Code 200 - Supporting Services</b>							
Sub Function Code 210 - Support Services-Pupil - 210	3,971,842.00	545,772.69	1,092,772.29	63,121.20	2,815,948.51	1,008,095.90	28%
Sub Function Code 220 - Support Services-Instructional - 220	1,924,716.00	203,996.72	688,073.57	35,104.49	1,201,537.94	956,815.95	36%
Sub Function Code 230 - Support Services-Administration - 230	720,626.00	104,761.55	302,991.35	1,007.72	416,626.93	319,375.34	42%
Sub Function Code 240 - Support Services-School Admin - 240	2,196,065.00	300,866.22	827,798.36	(186.22)	1,368,452.84	845,321.79	38%
Sub Function Code 250 - Support Services-Business - 250	720,365.00	77,039.54	254,428.47	40,424.46	425,512.07	257,019.15	35%
Sub Function Code 260 - Operations and Maintenance - 260	3,365,433.00	416,789.50	1,310,269.50	291,246.88	1,763,916.58	1,396,055.40	39%
Sub Function Code 270 - Pupil Transportation - 270	1,588,484.00	217,790.55	499,335.41	1,245.26	1,087,903.33	547,279.96	31%
Sub Function Code 280 - Support Services-Central - 280	200,287.00	17,107.02	50,505.88	.00	149,781.12	51,218.19	25%
<b>Totals</b>	<b>\$14,687,818.00</b>	<b>\$1,884,143.79</b>	<b>\$5,026,174.89</b>	<b>\$431,963.79</b>	<b>\$9,229,679.32</b>	<b>\$5,381,181.68</b>	<b>34%</b>
<b>Function Code 300 - Community Services</b>							
Sub Function Code 330 - Community Activities - 330	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 350 - Care of Children - 350	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 370 - Non Public School Pupils - 370	1,706.00	.00	.00	.00	1,706.00	.00	0
Sub Function Code 390 - Other Community Services - 390	.00	.00	.00	.00	.00	.00	+++
<b>Totals</b>	<b>\$1,706.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,706.00</b>	<b>\$0.00</b>	<b>0%</b>
<b>Function Code 400 - Government Agencies &amp; Prior Period</b>							
Sub Function Code 400 - Other Government Agencies - 400	.00	.00	.00	.00	.00	53,173.17	+++
<b>Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$53,173.17</b>	<b>+++</b>
<b>Function Code 500-600 - Other Financing Uses</b>							
Sub Function Code 500-600 - Fund Modifications - 600	910,988.00	.00	200,000.00	.00	710,988.00	200,000.00	22%
<b>Totals</b>	<b>\$910,988.00</b>	<b>\$0.00</b>	<b>\$200,000.00</b>	<b>\$0.00</b>	<b>\$710,988.00</b>	<b>\$200,000.00</b>	<b>22%</b>



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

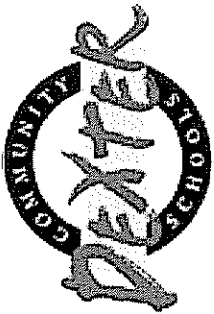
Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
Account Type <b>Expense</b>	\$37,553,065.00	\$4,935,839.64	\$11,437,011.66	\$471,418.08	\$25,644,635.26	\$11,688,968.84	30 %
Fund(CDA) <b>11 - General Fund</b>	(\$499,625.00)	(\$2,222,449.70)	(\$5,856,410.00)	(\$471,418.08)	\$5,828,203.08	(\$5,930,933.45)	1,172 %
<b>Totals</b>							



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Function Code 23 - Community Service Fund</b>							
<b>Account Type Revenue</b>							
Function Code R100 - Local Sources - 100 Totals	2,044,687.00	161,992.60	984,191.20	.00	1,060,495.80	973,896.16	48%
Function Code R300 - State Sources - 300 Totals	\$2,044,687.00	\$161,992.60	\$984,191.20	\$0.00	\$1,060,495.80	\$973,896.16	48%
Function Code R400 - Federal Sources - 400 Totals	47,069.00	.00	.00	.00	47,069.00	.00	0%
Function Code R500 - ISD / Other Sources - 500 Totals	\$47,069.00	\$0.00	\$0.00	\$0.00	\$47,069.00	\$0.00	0%
Function Code R600 - In from other Funds - 600 Totals	125,000.00	.00	22,179.42	.00	102,820.58	.00	18%
Function Code R700 - Other Sources - 700 Totals	\$125,000.00	\$0.00	\$22,179.42	\$0.00	\$102,820.58	\$0.00	18%
Function Code R800 - ISD / Other Sources - 800 Totals	.00	.00	.00	.00	.00	.00	+++
Function Code R900 - Other Sources - 900 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function Code 100 - Instruction	910,988.00	.00	200,000.00	.00	710,988.00	200,000.00	22%
Function Code 110 - Basic Functions	\$910,988.00	\$0.00	\$200,000.00	\$0.00	\$710,988.00	\$200,000.00	22%
Function Code 200 - Supporting Services	\$3,127,744.00	\$161,992.60	\$1,206,370.62	\$0.00	\$1,921,373.38	\$1,173,896.16	39%
Function Code 210 - Instruction	142,384.00	24,131.61	54,925.35	.00	87,458.65	72,373.70	39%
Function Code 220 - Support Services-Instructional - 220	6,764.00	602.30	602.30	.00	6,161.70	129.50	9%
Function Code 230 - Support Services-Business - 230	.00	.00	.00	.00	.00	.00	+++
Function Code 240 - Operations and Maintenance - 240	203,262.00	14,577.05	53,260.27	9,012.84	140,988.89	87,358.94	26%
Function Code 250 - Pupil Transportation - 250	75,000.00	26,150.57	26,150.57	.00	48,849.43	.00	35%
Function Code 260 - Support Services-Other - 260	655,962.00	162,833.73	353,161.92	4,275.39	298,524.69	287,636.30	54%
Function Code 270 - Other Financing Uses	\$940,988.00	\$204,163.65	\$433,175.06	\$13,288.23	\$494,524.71	\$375,124.74	46%
Function Code 300 - Community Services	279,665.00	48,845.91	129,664.55	879.25	149,121.20	131,618.35	46%
Function Code 310 - Community Services Direction - 310	485,140.00	51,875.69	169,703.34	2,490.40	312,946.26	197,110.29	35%
Function Code 320 - Community Recreation - 320	1,052,722.00	131,265.73	487,214.23	449.00	565,058.77	355,036.65	46%
Function Code 330 - Care of Children - 330	126,675.00	89.86	22,289.31	1,157.14	103,228.55	292.00	18%
Function Code 340 - Other Community Services - 340	\$1,944,202.00	\$232,077.19	\$808,871.43	\$4,975.79	\$1,130,354.78	\$684,057.29	42%
Function Code 500 - Other Financing Uses	100,170.00	.00	.00	.00	100,170.00	.00	0%
Function Code 600 - Fund Modifications - 600	\$100,170.00	\$0.00	\$0.00	\$0.00	\$100,170.00	\$0.00	0%
Function Code 700 - Other Financing Uses	\$3,127,744.00	\$460,372.45	\$1,296,971.64	\$18,264.02	\$1,812,508.14	\$1,131,555.73	41%
Function Code 800 - Community Service Fund	50.00	(\$298,379.85)	(\$90,601.22)	(\$18,264.02)	\$108,866.24	\$42,340.43	+++



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Function Code 25 - School Lunch Fund</b>							
Account Type Revenue							
Function Code R100 - Local Sources - 100	1,210,570.00	119,796.63	476,999.89	.00	733,570.11	476,769.06	39 %
Totals	\$1,210,570.00	\$119,796.63	\$476,999.89	\$0.00	\$733,570.11	\$476,769.06	39 %
Function Code R300 - State Sources - 300	56,130.00	4,800.39	9,600.78	.00	46,529.22	9,605.85	17 %
Totals	\$56,130.00	\$4,800.39	\$9,600.78	\$0.00	\$46,529.22	\$9,605.85	17 %
Function Code R400 - Federal Sources - 400	258,195.00	43,638.36	43,638.36	.00	214,556.64	53,124.36	17 %
Totals	\$258,195.00	\$43,638.36	\$43,638.36	\$0.00	\$214,556.64	\$53,124.36	17 %
Function Code R500 - ISD / Other Sources - 500	144,000.00	1,102.50	1,102.51	.00	142,897.49	7,227.23	1 %
Totals	\$144,000.00	\$1,102.50	\$1,102.51	\$0.00	\$142,897.49	\$7,227.23	1 %
Account Type Revenue Totals							
	\$1,668,895.00	\$169,337.88	\$531,341.54	\$0.00	\$1,137,553.46	\$546,726.50	32 %
<b>Expense</b>							
Account Type							
Function Code 200 - Supporting Services	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 210 - Support Services-Pupil - 210	5,088.00	.00	5,785.06	.00	(697.06)	2,315.72	114
Sub Function Code 260 - Operations and Maintenance - 260	1,500,905.00	175,327.22	559,400.11	503,385.55	438,119.34	623,520.66	37
Sub Function Code 290 - Support Services-Other - 290							
Totals	\$1,505,993.00	\$175,327.22	\$565,185.17	\$503,385.55	\$437,422.28	\$625,836.38	38 %
<b>Other Financing Uses</b>							
Account Type							
Function Code 500-600 - Other Financing Uses	150,599.00	.00	.00	.00	150,599.00	.00	0 %
Sub Function Code 600 - Fund Modifications - 600	\$150,599.00	\$0.00	\$0.00	\$0.00	\$150,599.00	\$0.00	0 %
Totals	\$1,656,592.00	\$175,327.22	\$565,185.17	\$503,385.55	\$586,021.28	\$625,836.38	34 %
Function Code 25 - School Lunch Fund Totals							
	\$12,303.00	(\$5,989.34)	(\$33,843.63)	(\$503,385.55)	\$549,532.18	(\$79,109.88)	-275 %



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Fund:COA: 30 - Debt Retirement Fund</b>							
<b>Account Type Revenue</b>							
Function Code R100 - Local Sources - 100							
Function Code R100 - Local Sources - 100 Totals	10,220,746.00	.01	3,998.84	.00	10,216,747.16	1,663.40	0 %
	\$10,220,746.00	\$0.01	\$3,998.84	\$0.00	\$10,216,747.16	\$1,663.40	0 %
<b>Account Type Expense</b>							
Function Code R500 - ISD / Other Sources - 500							
Function Code R500 - ISD / Other Sources - 500 Totals	4,569,272.00	.00	1,356,053.00	.00	3,213,219.00	1,544,125.00	30 %
	\$4,569,272.00	\$0.00	\$1,356,053.00	\$0.00	\$3,213,219.00	\$1,544,125.00	30 %
Function Code R600 - In from other Funds - 600							
Function Code R600 - In from other Funds - 600 Totals	.00	.00	.00	.00	.00	.00	+++
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
<b>Account Type Revenue Totals</b>	<b>\$14,790,018.00</b>	<b>\$0.01</b>	<b>\$1,360,051.84</b>	<b>\$0.00</b>	<b>\$13,429,966.16</b>	<b>\$1,545,788.40</b>	<b>9 %</b>
<b>Account Type Expense</b>							
Function Code 200 - Supporting Services							
Function Code 250 - Support Services-Business - 250	51,000.00	.00	963.36	.00	50,036.64	18,618.02	2 %
Function Code 200 - Supporting Services Totals	\$51,000.00	\$0.00	\$963.36	\$0.00	\$50,036.64	\$18,618.02	2 %
Function Code 500-600 - Other Financing Uses							
Function Code 500 - Debt Service - 500	15,205,233.00	.00	1,782,616.38	.00	13,422,616.62	1,975,841.38	12 %
Function Code 500-600 - Other Financing Uses Totals	\$15,205,233.00	\$0.00	\$1,782,616.38	\$0.00	\$13,422,616.62	\$1,975,841.38	12 %
<b>Account Type Expense Totals</b>	<b>\$15,256,233.00</b>	<b>\$0.00</b>	<b>\$1,783,679.74</b>	<b>\$0.00</b>	<b>\$13,472,653.26</b>	<b>\$1,994,459.40</b>	<b>12 %</b>
<b>Fund:COA: 30 - Debt Retirement Fund Totals</b>	<b>(\$466,215.00)</b>	<b>\$0.01</b>	<b>(\$423,527.90)</b>	<b>\$0.00</b>	<b>(\$42,687.10)</b>	<b>(\$448,671.00)</b>	<b>91 %</b>



# Board Monthly Financial Report

Fiscal Year to Date 11/30/15

Sub Function Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	Prior Year FYTD	% Rec'd/Spent
<b>Function Code 48 - 2008 Capital Projects Fund</b>							
<b>Account Type Revenue</b>							
Function Code R100 - Local Sources - 100	.00	235.01	913.77	.00	(913.77)	406.39	+++
Function Code R500 - ISD / Other Sources - 100 Totals	\$0.00	\$235.01	\$913.77	\$0.00	(\$913.77)	\$406.39	+++
<b>Account Type Expense</b>							
Function Code R500 - ISD / Other Sources - 500	.00	.00	.00	.00	.00	.00	+++
Function Code R500 - ISD / Other Sources - 500 Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
Function Code R500 - ISD / Other Sources - 500	\$0.00	\$235.01	\$913.77	\$0.00	(\$913.77)	\$406.39	+++
<b>Sub Function Code 200 - Supporting Services</b>							
Sub Function Code 250 - Support Services-Business - 250	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 260 - Operations and Maintenance - 260	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 270 - Pupil Transportation - 270	.00	.00	.00	.00	.00	.00	+++
Sub Function Code 280 - Support Services-Central - 280	.00	.00	(50.00)	.00	50.00	1,288,115.66	+++
Function Code 200 - Supporting Services Totals	\$0.00	\$0.00	(\$50.00)	\$0.00	\$50.00	\$1,288,115.66	+++
<b>Sub Function Code 400 - Government Agencies &amp; Prior Period</b>							
Sub Function Code 400 - Other Government Agencies - 400	.00	20,786.52	69,647.11	.00	(69,647.11)	171,887.26	+++
Function Code 400 - Government Agencies & Prior Period Totals	\$0.00	\$20,786.52	\$69,647.11	\$0.00	(\$69,647.11)	\$171,887.26	+++
<b>Sub Function Code 500-600 - Other Financing Uses</b>							
Sub Function Code 500 - Debt Service - 500	.00	.00	.00	.00	.00	.00	+++
Function Code 500-600 - Other Financing Uses Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++
<b>Account Type Expense</b>							
Function Code 48 - 2008 Capital Projects Fund Totals	\$0.00	\$20,786.52	\$69,597.11	\$0.00	(\$69,597.11)	\$1,460,002.92	+++
Grand Totals	(\$953,537.00)	(\$2,547,370.39)	(\$6,473,066.09)	(\$993,067.65)	\$8,512,596.74	(\$7,875,970.43)	679 %



# Expenses by Building/Program

Fiscal Year to Date 11/30/15

Function(COA) Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Received / % Spent	Pror Year Total	Facility(COA) Code
<b>Facility(COA) 00000 - District</b>								
<b>Function(COA) 1122 - Special Education</b>								
Function(COA) 1122 - Special Education Instruction	128,171.00	.00	.00	.00	128,171.00	0	.00	Function(COA) 1122 - Special Education Instruction
Function(COA) 1125 - Compensatory Education	.00	.00	.00	.00	.00	0	.00	Function(COA) 1125 - Compensatory Education
<b>Facility(COA) 00000 - District</b>								
<b>Function(COA) 1127 - Career Education</b>								
Function(COA) 1127 - Career Education	83,227.00	10,918.09	20,478.22	.00	62,748.78	0	25,458.30	Function(COA) 1127 - Career Education
Function(COA) 1213 - Health Services	.00	(388.94)	420.97	.00	(420.97)	1	(31,791.38)	Function(COA) 1213 - Health Services
Function(COA) 1219 - Other Pupil Support	349,412.00	1,030.89	110,094.32	(65.00)	239,422.68	0	124,253.40	Function(COA) 1219 - Other Pupil Support
Function(COA) 1221 - Improvement of Instruction	776,925.00	102,105.01	281,210.54	35,169.49	460,544.97	91	541,662.28	Function(COA) 1221 - Improvement of Instruction
Function(COA) 1225 - Technology	190,637.00	26,615.96	78,417.67	.00	112,219.33	10	75,151.76	Function(COA) 1225 - Technology
Function(COA) 1226 - Program Direction/Sp Ed	54,000.00	.00	53,918.50	.00	81.50	28	5,000.00	Function(COA) 1226 - Program Direction/Sp Ed
Function(COA) 1227 - Academic Student Assessment	61,127.00	8,984.82	25,009.75	.00	36,117.25	46	22,515.63	Function(COA) 1227 - Academic Student Assessment
Function(COA) 1229 - Other Programs/Consortium	111,117.00	37,648.98	48,575.39	.00	62,541.61	79	44,572.75	Function(COA) 1229 - Other Programs/Consortium
Function(COA) 1231 - Board of Education	609,509.00	67,112.57	254,415.96	1,007.72	354,085.32	230	274,802.59	Function(COA) 1231 - Board of Education
Function(COA) 1232 - Executive Administration	684,007.00	77,064.54	239,422.25	40,424.46	404,160.29	46	228,293.89	Function(COA) 1232 - Executive Administration
Function(COA) 1252 - Fiscal Services	36,358.00	(25.00)	15,006.22	.00	21,351.78	2	28,725.26	Function(COA) 1252 - Fiscal Services
Function(COA) 1259 - Other Business Services	961,994.00	85,300.41	241,780.77	.00	720,213.23	665	299,172.56	Function(COA) 1259 - Other Business Services
Function(COA) 1261 - Operating Buildings Services	86,983.00	12,929.75	65,106.62	91,284.23	(69,407.85)	16	64,008.75	Function(COA) 1261 - Operating Buildings Services
Function(COA) 1266 - Security Services	10,000.00	.00	4,909.54	.00	5,090.46	6	8,653.00	Function(COA) 1266 - Security Services
Function(COA) 1282 - Communication Services	190,287.00	17,107.02	45,586.34	.00	144,690.66	456	42,565.19	Function(COA) 1282 - Communication Services
Function(COA) 1283 - Staff/Personnel Services	.00	.00	.00	.00	.00	0	.00	Function(COA) 1283 - Staff/Personnel Services
Function(COA) 1284 - Non-Instructional Technology Services	1,706.00	.00	.00	.00	1,706.00	0	.00	Function(COA) 1284 - Non-Instructional Technology Services
Function(COA) 1371 - Non-Public School Pupils	.00	.00	.00	.00	.00	0	.00	Function(COA) 1371 - Non-Public School Pupils
Function(COA) 1391 - Other Community Services	.00	.00	.00	.00	.00	0	.00	Function(COA) 1391 - Other Community Services
Function(COA) 1411 - Payments to Other Public Schools Within the State of Michigan	.00	.00	.00	.00	.00	0	.00	Function(COA) 1411 - Payments to Other Public Schools Within the State of Michigan
Function(COA) 1455 - Building Acquisition	.00	.00	.00	.00	.00	0	.00	Function(COA) 1455 - Building Acquisition
Function(COA) 1492 - Adjustments to Prior Period Revenue Accounts	.00	.00	.00	.00	.00	0	53,173.17	Function(COA) 1492 - Adjustments to Prior Period Revenue Accounts
Function(COA) 1611 - Transfer Out to GF	910,988.00	.00	200,000.00	.00	710,988.00	0	200,000.00	Function(COA) 1611 - Transfer Out to GF
Function(COA) 1623 - Transfer to Ath/Comm Ed	55,246,448.00	\$446,604.10	\$1,664,323.06	\$167,820.90	\$3,394,304.04	35 %	\$2,006,257.15	Function(COA) 1623 - Transfer to Ath/Comm Ed
<b>Facility(COA) 00000 - District Totals</b>								
Function(COA) 1111 - Elementary Instruction	2,391,344.00	340,570.19	668,381.30	.00	1,722,962.70	13	607,396.83	Function(COA) 1111 - Elementary Instruction
Function(COA) 1122 - Special Education Instruction	599,263.00	85,807.50	171,177.86	.00	428,085.14	7	131,545.60	Function(COA) 1122 - Special Education Instruction
Function(COA) 1125 - Compensatory Education	90,317.00	9,863.99	18,328.39	.00	71,988.61	3	16,732.46	Function(COA) 1125 - Compensatory Education
Function(COA) 1212 - Guidance Services	122,113.00	16,356.60	33,281.66	.00	88,831.34	37	31,708.24	Function(COA) 1212 - Guidance Services
Function(COA) 1214 - Psychological Services	66,905.00	8,821.93	18,185.55	.00	48,719.45	15	17,773.12	Function(COA) 1214 - Psychological Services
Function(COA) 1215 - Speech Services	115,285.00	15,606.73	31,338.21	.00	83,946.79	47	30,626.65	Function(COA) 1215 - Speech Services
Function(COA) 1216 - Social Work Services	58,938.00	9,857.34	17,447.21	.00	41,490.79	15	12,737.53	Function(COA) 1216 - Social Work Services
Function(COA) 1218 - Teacher Consultant	84,325.00	12,212.84	24,015.41	.00	60,309.59	41	10,246.46	Function(COA) 1218 - Teacher Consultant
Function(COA) 1219 - Other Pupil Support	9,855.00	1,450.57	2,982.60	.00	6,872.40	4	4,290.71	Function(COA) 1219 - Other Pupil Support
Function(COA) 1221 - Improvement of Instruction	.00	.00	.00	.00	.00	0	.00	Function(COA) 1221 - Improvement of Instruction
Function(COA) 1222 - Educational Media Services	78,856.00	11,633.08	21,973.28	.00	56,882.72	0	20,966.90	Function(COA) 1222 - Educational Media Services
Function(COA) 1241 - Office of the Principal	246,057.00	35,376.49	93,548.42	.00	152,508.58	119	102,656.42	Function(COA) 1241 - Office of the Principal



# Expenses by Building/Program

Fiscal Year to Date 11/30/15

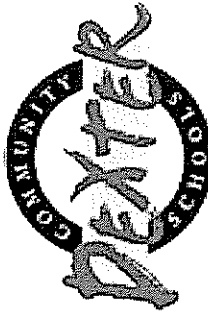
Function(COA) Code	Facility(COA) Code	Prior Year Total	% Received / % Spent	Budget - Actual	Encumbrances	Actual FYTD	Current Month Actual	Amended Budget
Function(COA) 1331 - Community Activities	Function(COA) 1331 - Community Activities	.00	0	.00	.00	.00	.00	.00
Facility(COA) 00214 - Wyllie Labs		\$986,684.92	28 %	\$2,762,598.11	\$0.00	\$1,100,659.89	\$547,577.26	\$3,863,258.00
Facility(COA) 00913 - High School								
Function(COA) 1113 - High School Instruction	Function(COA) 1113 - High School Instruction	1,768,346.39	47	4,156,432.12	27,195.52	1,781,836.36	833,112.89	5,965,464.00
Function(COA) 1119 - Summer School Instruction	Function(COA) 1119 - Summer School Instruction	14.55	0	.00	.00	.00	.00	.00
Facility(COA) 04609 - Creekside								
Function(COA) 1122 - Special Education Instruction	Function(COA) 1122 - Special Education Instruction	185,366.32	0	437,498.31	.00	168,020.69	83,831.52	605,519.00
Function(COA) 1125 - Compensatory Education	Function(COA) 1125 - Compensatory Education	156.40	0	3,096.95	.00	103.05	103.05	3,200.00
Facility(COA) 04609 - Creekside								
Function(COA) 1127 - Career Education	Function(COA) 1127 - Career Education	11,505.70	977	221,891.12	.00	31,257.88	16,604.25	253,149.00
Function(COA) 1212 - Guidance Services	Function(COA) 1212 - Guidance Services	111,249.81	50	357,499.39	17.00	125,873.61	64,879.13	483,390.00
Function(COA) 1213 - Health Services	Function(COA) 1213 - Health Services	.00	0	.00	.00	.00	.00	.00
Function(COA) 1214 - Psychological Services	Function(COA) 1214 - Psychological Services	16,462.53	25	44,183.91	.00	16,938.09	8,257.33	61,122.00
Function(COA) 1215 - Speech Services	Function(COA) 1215 - Speech Services	15,071.62	25	40,782.66	.00	15,499.34	7,676.92	56,282.00
Function(COA) 1216 - Social Work Services	Function(COA) 1216 - Social Work Services	31,727.86	58	86,295.79	.00	32,542.21	16,021.90	118,838.00
Function(COA) 1218 - Teacher Consultant	Function(COA) 1218 - Teacher Consultant	119,709.60	119	353,794.21	.00	141,600.79	70,355.24	495,395.00
Function(COA) 1219 - Other Pupil Support	Function(COA) 1219 - Other Pupil Support	13,067.12	2	31,413.92	.00	12,334.08	5,976.01	43,748.00
Function(COA) 1221 - Improvement of Instruction	Function(COA) 1221 - Improvement of Instruction	.00	0	.00	.00	.00	.00	.00
Facility(COA) 04609 - Creekside								
Function(COA) 1222 - Educational Media Services	Function(COA) 1222 - Educational Media Services	17,624.51	0	45,823.99	.00	16,121.01	6,967.71	61,945.00
Facility(COA) 04609 - Creekside								
Function(COA) 1241 - Office of the Principal	Function(COA) 1241 - Office of the Principal	273,434.48	435	440,145.82	.00	269,460.18	94,914.34	709,606.00
Function(COA) 1249 - Other School Admin	Function(COA) 1249 - Other School Admin	2,377.11	0	9,990.24	9.76	.00	.00	10,000.00
Function(COA) 1271 - Pupil Transportation Services	Function(COA) 1271 - Pupil Transportation Services	.00	0	300.00	.00	.00	.00	300.00
Facility(COA) 00913 - High School								
Totals		\$2,666,114.00	30 %	\$6,229,148.43	\$27,222.28	\$2,611,587.29	\$1,208,700.29	\$8,867,958.00
Facility(COA) 04609 - Creekside								
Function(COA) 1111 - Elementary Instruction	Function(COA) 1111 - Elementary Instruction	803,181.71	9	1,885,728.13	6,259.23	783,254.64	396,395.94	2,675,242.00
Function(COA) 1122 - Special Education Instruction	Function(COA) 1122 - Special Education Instruction	110,600.46	5	359,543.88	.00	131,411.12	68,753.39	490,955.00
Facility(COA) 04609 - Creekside								
Function(COA) 1125 - Compensatory Education	Function(COA) 1125 - Compensatory Education	.00	1	91,975.05	.00	3,060.95	3,060.95	95,036.00
Facility(COA) 04609 - Creekside								
Function(COA) 1212 - Guidance Services	Function(COA) 1212 - Guidance Services	25,132.20	28	71,894.79	.00	26,983.21	13,725.75	98,878.00
Function(COA) 1214 - Psychological Services	Function(COA) 1214 - Psychological Services	6,494.33	7	17,560.16	.00	6,843.84	3,587.84	24,404.00
Function(COA) 1215 - Speech Services	Function(COA) 1215 - Speech Services	31,318.02	109	70,758.72	.00	26,620.28	13,056.28	97,379.00
Function(COA) 1216 - Social Work Services	Function(COA) 1216 - Social Work Services	31,062.92	33	84,528.56	.00	31,809.44	15,734.48	116,338.00
Function(COA) 1218 - Teacher Consultant	Function(COA) 1218 - Teacher Consultant	44,691.42	25	74,570.88	.00	28,813.12	14,935.03	103,384.00
Function(COA) 1219 - Other Pupil Support	Function(COA) 1219 - Other Pupil Support	4,092.79	3	9,928.60	.00	3,407.40	1,430.77	13,336.00
Function(COA) 1221 - Improvement of Instruction	Function(COA) 1221 - Improvement of Instruction	.00	0	.00	.00	.00	.00	.00
Facility(COA) 04609 - Creekside								
Function(COA) 1222 - Educational Media Services	Function(COA) 1222 - Educational Media Services	21,508.15	0	57,803.89	.00	22,845.11	11,865.99	80,649.00
Facility(COA) 04609 - Creekside								
Function(COA) 1241 - Office of the Principal	Function(COA) 1241 - Office of the Principal	98,964.78	125	175,292.86	200.00	100,748.14	37,912.87	276,241.00
Totals		\$1,177,046.78	29 %	\$2,899,565.52	\$6,459.23	\$1,165,797.25	\$560,459.29	\$4,071,842.00
Facility(COA) 08039 - Mill Creek								
Function(COA) 1112 - Middle School Instruction	Function(COA) 1112 - Middle School Instruction	773,959.98	21	2,114,203.72	760.00	850,368.28	430,755.16	2,965,352.00
Function(COA) 1122 - Special Education Instruction	Function(COA) 1122 - Special Education Instruction	112,727.11	4	336,436.51	.00	125,204.49	65,769.56	461,641.00
Function(COA) 1125 - Compensatory Education	Function(COA) 1125 - Compensatory Education	1,669.87	0	(1,219.10)	.00	1,219.10	1,219.10	.00
Facility(COA) 08039 - Mill Creek								
Function(COA) 1212 - Guidance Services	Function(COA) 1212 - Guidance Services	37,720.15	0	78,546.35	.00	38,446.65	17,907.33	116,993.00
Function(COA) 1214 - Psychological Services	Function(COA) 1214 - Psychological Services	16,462.57	14	44,119.13	.00	16,937.87	8,257.26	61,057.00
Function(COA) 1215 - Speech Services	Function(COA) 1215 - Speech Services	22,901.04	36	56,473.60	.00	22,154.40	10,941.06	80,628.00
Function(COA) 1216 - Social Work Services	Function(COA) 1216 - Social Work Services	32,598.11	42	88,618.03	.00	33,494.97	16,397.10	122,113.00



# Expenses by Building/Program

Fiscal Year to Date 11/30/15

Function(COA) Code	Current Month Actual	Amended Budget	% Received / % Spent	Prior Year Total	Facility(COA) Code
Function(COA) 1218 - Teacher Consultant	22,870.43	164,950.00	38	42,724.46	Function(COA) 1218 - Teacher Consultant
Function(COA) 1219 - Other Pupil Support	3,864.86	26,950.00	5	8,265.82	Function(COA) 1219 - Other Pupil Support
Function(COA) 1221 - Improvement of Instruction	.00	.00	0	.00	Function(COA) 1221 - Improvement of Instruction
Function(COA) 1222 - Educational Media Services	2,821.14	18,868.00	0	6,078.63	Function(COA) 1222 - Educational Media Services
Function(COA) 1241 - Office of the Principal	58,180.65	433,260.00	902	164,700.18	Function(COA) 1241 - Office of the Principal
Facility(COA) 08039 - Mill Creek Totals	\$638,983.65	\$4,451,812.00	30 %	\$1,219,807.93	
Facility(COA) 08040 - Cornerstone					
Function(COA) 1111 - Elementary Instruction	322,463.88	2,363,463.00	15	614,716.71	Function(COA) 1111 - Elementary Instruction
Function(COA) 1122 - Special Education	77,789.48	552,895.00	7	191,578.45	Function(COA) 1122 - Special Education
Function(COA) 1125 - Compensatory Education	9,435.09	76,325.00	3	23,660.84	Function(COA) 1125 - Compensatory Education
Function(COA) 1212 - Guidance Services	.00	.00	0	11,510.05	Function(COA) 1212 - Guidance Services
Function(COA) 1213 - Health Services	23,086.24	174,074.00	0	48,830.00	Function(COA) 1213 - Health Services
Function(COA) 1214 - Psychological Services	8,821.91	72,675.00	10	17,773.21	Function(COA) 1214 - Psychological Services
Function(COA) 1215 - Speech Services	46,609.69	348,597.00	135	93,303.91	Function(COA) 1215 - Speech Services
Function(COA) 1216 - Social Work Services	10,970.77	72,683.00	6	18,983.78	Function(COA) 1216 - Social Work Services
Function(COA) 1218 - Teacher Consultant	16,234.95	121,002.00	45	36,944.45	Function(COA) 1218 - Teacher Consultant
Function(COA) 1219 - Other Pupil Support	5,027.20	26,181.00	5	1,476.10	Function(COA) 1219 - Other Pupil Support
Function(COA) 1221 - Improvement of Instruction	386.00	6,000.00	9	8,533.03	Function(COA) 1221 - Improvement of Instruction
Function(COA) 1222 - Educational Media Services	17,001.59	127,790.00	581	34,026.76	Function(COA) 1222 - Educational Media Services
Function(COA) 1225 - Technology	2,926.45	13,053.00	10	55,148.33	Function(COA) 1225 - Technology
Function(COA) 1227 - Academic Student Assessment	195.80	30,000.00	7	4,271.92	Function(COA) 1227 - Academic Student Assessment
Function(COA) 1241 - Office of the Principal	40,179.00	285,644.00	358	106,529.78	Function(COA) 1241 - Office of the Principal
Function(COA) 1331 - Community Activities	.00	.00	0	.00	Function(COA) 1331 - Community Activities
Function(COA) 1351 - Care of Children	.00	.00	0	.00	Function(COA) 1351 - Care of Children
Function(COA) 1391 - Other Community Services	.00	.00	0	.00	Function(COA) 1391 - Other Community Services
Facility(COA) 08040 - Cornerstone Totals	\$581,118.05	\$4,270,382.00	30 %	\$1,267,297.32	
Facility(COA) 08989 - Bates					
Function(COA) 1111 - Elementary Instruction	263,552.22	1,936,561.00	13	510,630.99	Function(COA) 1111 - Elementary Instruction
Function(COA) 1122 - Special Education	34,793.78	238,073.00	3	75,950.59	Function(COA) 1122 - Special Education
Function(COA) 1125 - Compensatory Education	7,793.91	60,583.00	7	14,873.03	Function(COA) 1125 - Compensatory Education
Function(COA) 1212 - Guidance Services	.00	.00	0	.00	Function(COA) 1212 - Guidance Services
Function(COA) 1214 - Psychological Services	3,587.77	24,404.00	0	6,494.31	Function(COA) 1214 - Psychological Services
Function(COA) 1215 - Speech Services	15,171.76	110,113.00	126	28,572.06	Function(COA) 1215 - Speech Services
Function(COA) 1216 - Social Work Services	15,765.69	116,338.00	29	30,823.97	Function(COA) 1216 - Social Work Services
Function(COA) 1218 - Teacher Consultant	9,170.48	61,726.00	15	14,664	Function(COA) 1218 - Teacher Consultant
Function(COA) 1219 - Other Pupil Support	606.35	18,216.00	1	1,586.69	Function(COA) 1219 - Other Pupil Support
Function(COA) 1221 - Improvement of Instruction	.00	.00	0	.00	Function(COA) 1221 - Improvement of Instruction
Function(COA) 1222 - Educational Media Services	11,282.28	75,454.00	0	20,032.65	Function(COA) 1222 - Educational Media Services
Function(COA) 1241 - Office of the Principal	34,322.87	235,257.00	114	96,657.04	Function(COA) 1241 - Office of the Principal
Function(COA) 1271 - Pupil Transportation	.00	.00	0	.00	Function(COA) 1271 - Pupil Transportation
Function(COA) 1331 - Community Activities	.00	.00	0	.00	Function(COA) 1331 - Community Activities
Function(COA) 1351 - Care of Children	.00	.00	0	.00	Function(COA) 1351 - Care of Children
Facility(COA) 08989 - Bates Totals	\$396,047.11	\$2,876,725.00	29 %	\$785,606.69	



# Expenses by Building/Program

Fiscal Year to Date 11/30/15

Function(COA) Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Received / % Spent	Prior Year Total	Facility(COA) Code
<b>Facility(COA) 09078 - Transportation</b>								
Function(COA) 1261 - Operating Buildings Services	12,681.00	1,014.54	2,371.87	.00	10,309.13	0	2,435.23	Function(COA) 1261 - Operating Buildings Services
Function(COA) 1271 - Pupil Transportation Services	1,588,184.00	217,790.55	499,335.41	1,245.26	1,087,603.33	3,947	547,279.96	Function(COA) 1271 - Pupil Transportation Services
<b>Facility(COA) 09078 - Transportation Totals</b>	<b>\$1,600,865.00</b>	<b>\$218,805.09</b>	<b>\$501,707.28</b>	<b>\$1,245.26</b>	<b>\$1,097,912.46</b>	<b>31 %</b>	<b>\$549,715.19</b>	
<b>Facility(COA) 09079 - B&amp;G</b>								
Function(COA) 1261 - Operating Buildings Services	2,303,775.00	317,544.80	1,001,010.28	199,962.65	1,102,802.07	75	1,030,438.86	Function(COA) 1261 - Operating Buildings Services
<b>Facility(COA) 09079 - B&amp;G Totals</b>	<b>\$2,303,775.00</b>	<b>\$317,544.80</b>	<b>\$1,001,010.28</b>	<b>\$199,962.65</b>	<b>\$1,102,802.07</b>	<b>52 %</b>	<b>\$1,030,438.86</b>	
<b>Facility(COA) 11 - General Fund Totals</b>								
	<b>\$37,553,065.00</b>	<b>\$4,935,839.64</b>	<b>\$11,437,011.66</b>	<b>\$471,418.08</b>	<b>\$25,644,635.26</b>	<b>32 %</b>	<b>\$11,668,968.84</b>	
<b>Facility(COA) 23 - Community Service Fund</b>								
<b>Facility(COA) 00000 - District</b>								
Function(COA) 1118 - Pre-Kindergarten Instruction	142,384.00	24,131.61	54,925.35	.00	87,458.65	0	72,373.70	Function(COA) 1118 - Pre-Kindergarten Instruction
Function(COA) 1221 - Improvement of Instruction	.00	.00	.00	.00	.00	0	.00	Function(COA) 1221 - Improvement of Instruction
Function(COA) 1226 - Program Direction/Sp Ed	6,764.00	602.30	602.30	.00	6,161.70	0	129.50	Function(COA) 1226 - Program Direction/Sp Ed
Function(COA) 1257 - Internal Services	.00	.00	.00	.00	.00	0	.00	Function(COA) 1257 - Internal Services
Function(COA) 1261 - Operating Buildings Services	33,526.00	9,524.00	15,015.32	(481.27)	18,991.95	0	13,888.97	Function(COA) 1261 - Operating Buildings Services
Function(COA) 1271 - Pupil Transportation Services	75,000.00	26,150.57	26,150.57	.00	48,849.43	78	.00	Function(COA) 1271 - Pupil Transportation Services
Function(COA) 1291 - Pupil Activities/Athletics	655,962.00	162,833.73	353,161.92	4,275.39	298,524.69	477	287,636.30	Function(COA) 1291 - Pupil Activities/Athletics
Function(COA) 1311 - Community Services Direction	279,665.00	48,845.91	129,664.55	879.25	149,121.20	20	131,618.35	Function(COA) 1311 - Community Services Direction
Function(COA) 1321 - Community Recreation	485,140.00	51,875.69	169,703.34	2,490.40	312,946.26	62	197,110.29	Function(COA) 1321 - Community Recreation
Function(COA) 1351 - Care of Children	1,052,722.00	131,265.73	487,214.23	449.00	565,058.77	101	355,036.65	Function(COA) 1351 - Care of Children
Function(COA) 1391 - Other Community Services	126,675.00	89.86	22,289.31	1,157.14	103,228.55	2	292.00	Function(COA) 1391 - Other Community Services
Function(COA) 1611 - Transfer Out to GF	100,170.00	.00	.00	.00	100,170.00	0	.00	Function(COA) 1611 - Transfer Out to GF
<b>Facility(COA) 00000 - District Totals</b>	<b>\$2,958,008.00</b>	<b>\$455,319.40</b>	<b>\$1,258,726.89</b>	<b>\$8,769.91</b>	<b>\$1,680,511.20</b>	<b>43 %</b>	<b>\$1,058,085.76</b>	
<b>Facility(COA) 00214 - Wylie</b>								
Function(COA) 1261 - Operating Buildings Services	82,525.00	3,175.84	22,332.72	2,899.00	57,293.28	1	27,725.59	Function(COA) 1261 - Operating Buildings Services
<b>Facility(COA) 00214 - Wylie Totals</b>	<b>\$82,525.00</b>	<b>\$3,175.84</b>	<b>\$22,332.72</b>	<b>\$2,899.00</b>	<b>\$57,293.28</b>	<b>31 %</b>	<b>\$27,725.59</b>	
<b>Facility(COA) 00913 - High School</b>								
Function(COA) 1261 - Operating Buildings Services	29,746.00	1,421.43	8,587.00	849.75	20,309.25	11	12,521.08	Function(COA) 1261 - Operating Buildings Services
<b>Facility(COA) 00913 - High School Totals</b>	<b>\$29,746.00</b>	<b>\$1,421.43</b>	<b>\$8,587.00</b>	<b>\$849.75</b>	<b>\$20,309.25</b>	<b>32 %</b>	<b>\$12,521.08</b>	
<b>Facility(COA) 02362 - Jenkins</b>								
Function(COA) 1261 - Operating Buildings Services	57,465.00	455.78	7,325.23	5,745.36	44,394.41	44	33,223.30	Function(COA) 1261 - Operating Buildings Services
<b>Facility(COA) 02362 - Jenkins Totals</b>	<b>\$57,465.00</b>	<b>\$455.78</b>	<b>\$7,325.23</b>	<b>\$5,745.36</b>	<b>\$44,394.41</b>	<b>23 %</b>	<b>\$33,223.30</b>	
<b>Facility(COA) 23 - Community Service Fund Totals</b>								
	<b>\$3,127,744.00</b>	<b>\$460,372.45</b>	<b>\$1,296,971.84</b>	<b>\$18,264.02</b>	<b>\$1,812,508.14</b>	<b>42 %</b>	<b>\$1,131,565.73</b>	
<b>Facility(COA) 25 - School Lunch Fund</b>								
<b>Facility(COA) 00000 - District</b>								
Function(COA) 1219 - Other Pupil Support Services	5,088.00	.00	5,785.06	.00	(697.06)	0	2,315.72	Function(COA) 1219 - Other Pupil Support Services
Function(COA) 1261 - Operating Buildings Services	536,426.00	61,650.12	254,733.10	59,597.61	222,085.29	6,178	288,598.79	Function(COA) 1261 - Operating Buildings Services
Function(COA) 1297 - Food Services	150,599.00	.00	.00	.00	150,599.00	0	.00	Function(COA) 1297 - Food Services
Function(COA) 1611 - Transfer Out to GF								Function(COA) 1611 - Transfer Out to GF



# Expenses by Building/Program

Fiscal Year to Date 11/30/15

Function(COA) Code	Amended Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Received / % Spent	Prior Year Total	Facility(COA) Code
<b>Facility(COA) 00000 - District Totals</b>	\$692,113.00	\$61,650.12	\$260,518.16	\$59,597.61	\$371,997.23	46 %	\$290,914.51	
<b>Facility(COA) 00214 - Wylie</b>								
Function(COA) 1297 - Food Services	135,312.00	18,103.68	48,429.67	86,729.84	152.49	20	43,753.27	Function(COA) 1297 - Food Services
<b>Facility(COA) 00214 - Wylie Totals</b>	\$135,312.00	\$18,103.68	\$48,429.67	\$86,729.84	\$152.49	100 %	\$43,753.27	
<b>Facility(COA) 00913 - High School</b>								
Function(COA) 1297 - Food Services	338,282.00	40,268.66	109,747.64	163,107.88	65,426.48	202	121,536.22	Function(COA) 1297 - Food Services
<b>Facility(COA) 00913 - High School Totals</b>	\$338,282.00	\$40,268.66	\$109,747.64	\$163,107.88	\$65,426.48	81 %	\$121,536.22	
<b>Facility(COA) 04609 - Creekside</b>								
Function(COA) 1297 - Food Services	146,877.00	13,775.98	40,149.94	75,451.35	31,275.71	34	57,353.86	Function(COA) 1297 - Food Services
<b>Facility(COA) 04609 - Creekside Totals</b>	\$146,877.00	\$13,775.98	\$40,149.94	\$75,451.35	\$31,275.71	79 %	\$57,353.86	
<b>Facility(COA) 08039 - Mill Creek</b>								
Function(COA) 1297 - Food Services	166,620.00	18,033.64	47,898.14	54,235.37	64,486.49	70	51,926.03	Function(COA) 1297 - Food Services
<b>Facility(COA) 08039 - Mill Creek Totals</b>	\$166,620.00	\$18,033.64	\$47,898.14	\$54,235.37	\$64,486.49	61 %	\$51,926.03	
<b>Facility(COA) 08040 - Cornerstone</b>								
Function(COA) 1297 - Food Services	89,083.00	15,028.21	37,135.70	36,168.88	15,778.42	44	31,563.22	Function(COA) 1297 - Food Services
<b>Facility(COA) 08040 - Cornerstone Totals</b>	\$89,083.00	\$15,028.21	\$37,135.70	\$36,168.88	\$15,778.42	82 %	\$31,563.22	
<b>Facility(COA) 08989 - Bates</b>								
Function(COA) 1297 - Food Services	88,305.00	8,456.93	21,305.92	28,094.62	38,904.46	55	28,789.27	Function(COA) 1297 - Food Services
<b>Facility(COA) 08989 - Bates Totals</b>	\$88,305.00	\$8,456.93	\$21,305.92	\$28,094.62	\$38,904.46	56 %	\$28,789.27	
<b>Fund(COA) 25 - School Lunch Fund Totals</b>	\$1,656,592.00	\$175,327.22	\$565,185.17	\$503,385.55	\$588,021.28	65 %	\$625,836.38	
<b>Fund(COA) 30 - Debt Retirement Fund</b>								
<b>Facility(COA) 00000 - District</b>								
Function(COA) 1259 - Other Business Services	51,000.00	.00	963.36	.00	50,036.64	0	18,618.02	Function(COA) 1259 - Other Business Services
Function(COA) 1511 - Debt Service - Principal	15,205,233.00	.00	1,782,616.38	.00	13,422,616.62	3,495	1,975,841.38	Function(COA) 1511 - Debt Service - Principal
Function(COA) 1512 - Debt Service - Payment to Escrow Agent	.00	.00	.00	.00	.00	0	.00	Function(COA) 1512 - Debt Service - Payment to Escrow Agent
<b>Facility(COA) 00000 - District Totals</b>	\$15,256,233.00	\$0.00	\$1,783,579.74	\$0.00	\$13,472,653.26	12 %	\$1,994,459.40	
<b>Fund(COA) 30 - Debt Retirement Fund Totals</b>	\$15,256,233.00	\$0.00	\$1,783,579.74	\$0.00	\$13,472,653.26	12 %	\$1,994,459.40	
<b>Grand Totals</b>	\$57,593,634.00	\$5,571,539.31	\$15,082,748.41	\$993,067.65	\$41,517,817.94	28 %	\$15,440,820.35	



7305 Dexter Ann Arbor Rd  
 Dexter, Michigan 48130  
 734-424-4150  
 734-424-4159 fax

7 <sup>th</sup> Grade Band – Concert Band Uniform Specifications	
Description:	Formal, vest uniform
Primary Color:	Maroon
Vest Specifications:	Formal constructed vest made of 100% polyester fabric. No collar. Lined with black satin. Mill Creek Band Dexter patch placed on left chest of the vest. 2 gold metal lyre/harp buttons. <b>Quantity: 170 various sizes</b>
Accessories:	Patch: Gold trim, white inset with black lettering ‘Mill Creek Band’ on top, ‘Dexter’ on bottom. Maroon inset with Gold lyre/harp.
	Buttons: 2 gold metal lyre/harp buttons
Estimated amount @ 170 uniforms	Orefice - \$5,100

8 <sup>th</sup> Grade Band – Concert Band Uniform Specifications	
Description:	Formal, blazer coat uniform
Primary Color:	Maroon
Blazer Specification:	Formal, fully constructed blazer coat made of 100% polyester fabric. Shawl lapel. Lined with black satin with inner pocket on left side. Mill Creek Band Dexter patch placed on left chest of blazer. 1 gold metal lyre/harp button. <b>Quantity: 55 various sizes</b>
Accessories:	Patch: Gold trim, white inset with black lettering ‘Mill Creek Band’ on top, ‘Dexter’ on bottom. Maroon inset with Gold lyre/harp.
	Buttons: 1 gold metal lyre/harp buttons
Estimated amount @ 25 garment bags	Orefice - \$275
Estimated amount @ 25 uniforms	Orefice - \$1,500

DEXTER COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
CONFLICT OF INTEREST



I have read and do understand the Dexter Community Schools Policy and Procedures on Conflict of Interest and agree to abide by them.

Name \_\_\_\_\_ Date \_\_\_\_\_

Position \_\_\_\_\_

Please list below business relationships with DCS which contain real or potential conflicts of interest. (If none, please specify "NONE").

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Please list the names of any close relatives who are employed by the Dexter Schools.

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# DECLARATION OF COMMITMENT BOARD OF EDUCATION DEXTER COMMUNITY SCHOOLS



We, the members of the Dexter Community Schools Board of Education, each July commit ourselves collectively and individually to do the following:

- A. We will devote time, thought, and study to our duties and responsibilities as Board members.
- B. We will build and maintain good relationships with each other and with the Superintendent.
- C. We will emphasize planning, policy-making, and public relations, leaving management to the Superintendent.
- D. We will prepare ourselves well for each Board meeting; keep our comments concise, organized, and clear; and listen carefully to others who have the floor.
- E. We will vote our individual convictions and avoid factionalism.
- F. We will individually refrain from deliberations and decisions on matters in which we have a vested interest or a conflict of interest.
- G. We will respect all confidential information received and refrain from disclosing opinions expressed in confidence by each other and the Superintendent.
- H. We will listen courteously to citizens, refer those with personal requests and criticisms to the Superintendent, and keep the Superintendent apprised of community concerns.
- I. We will set clear goals for the Superintendent, support him/her, and help him/her to be as effective as possible.
- J. We will belong to organizations for Board members and be active in these associations.
- K. We will establish goals for our school district and make the community aware of these goals.
- L. We will abide by the *Code of Ethical Relationships for Board of Education Members and Educational Administrators* provided by the Michigan Association of School Boards (MASB).

If one (1) of us thinks another has violated any provision of this agreement, s/he will talk with the other in an attempt to resolve the issue. If the attempt fails s/he will bring the matter to the attention of the entire Board. If any grievances arise, we will deal with them at the earliest opportunity.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

## **Schools of Choice For 2016-2017**

**Purpose:** To approve schools of choice slots for 2016-2017 on the next board agenda.

**Explanation:** According to Section 105 and 105c of the Michigan School Code, the Board of Education can open slots for out-of-district students to attend Dexter Community Schools. Last year, the Board offered 20 slots for the high school International Baccalaureate Diploma Programme (5 in 9<sup>th</sup> grade, 5 in 10<sup>th</sup> grade, and 10 in 11<sup>th</sup> grade) plus a minimum of 16 slots for Kindergarten or Young 5's and a minimum of 1 student in each grade from 1-8.

This year, we enrolled 2 students in Young 5's, 6 in Kindergarten, 1 in 1<sup>st</sup> grade, 1 in 2<sup>nd</sup> grade, 2 in 3<sup>rd</sup> grade, 1 in 4<sup>th</sup> grade, 1 in 5<sup>th</sup> grade, 0 in 6<sup>th</sup> grade, 1 in 7<sup>th</sup> grade, 1 in 8<sup>th</sup> grade, 5 in 9<sup>th</sup> grade, 0 in 10<sup>th</sup> grade and 1 in 11<sup>th</sup> grade.

Currently, we know of the following students who have moved out of the district, but attend DCS: 5 in K, 2 in 1<sup>st</sup>, 2 in 2<sup>nd</sup>, 3 in 3<sup>rd</sup>, 1 in 8<sup>th</sup>, 1 in 10<sup>th</sup>, and 2 in 11<sup>th</sup> grades. We have also received interest from families with children in the following grades: 5 in K, 3 in 1<sup>st</sup>, 3 in 2<sup>nd</sup>, 1 in 3<sup>rd</sup>, 1 in 4<sup>th</sup>, 1 in 5<sup>th</sup>, 1 in 6<sup>th</sup>, 4 in 8<sup>th</sup>, 1 in 9<sup>th</sup>, 2 in 10<sup>th</sup>, 1 in 11<sup>th</sup>, and several who are interested in IB at DHS.

Based on current sections, class sizes, and historical enrollment trends the following is recommended for 2016-2017:

- Y5/Kindergarten = a minimum of 22 students
- 1<sup>st</sup> and 2<sup>nd</sup> grades = a minimum of 10 students each
- 3<sup>rd</sup> grade = a minimum of 5 students
- 4<sup>th</sup> – 8<sup>th</sup> grades = a minimum of 1 student each
- A total of 30 students for International Baccalaureate (10 in 9<sup>th</sup> grade, 10 in 10<sup>th</sup> grade, and 10 in 11<sup>th</sup> grade).

**Recommendation:** It is the recommendation of the Superintendent that the Dexter Community Schools Board of Education offer 30 slots for DHS IB Programme (10 in 9<sup>th</sup> grade, 10 in 10<sup>th</sup> grade, and 10 in 11<sup>th</sup> grade) plus a minimum of 22 students in Young 5s/Kindergarten, a minimum of 10 in 1<sup>st</sup> grade, a minimum of 10 in 2<sup>nd</sup> grade, a minimum of 5 in 3<sup>rd</sup> grade, and a minimum of 1 student each in grades 4 through 8.



# Dexter Community Schools Nice Job Notes

November 2015

Connie Agostini (2)  
Angela Anderson (2)  
Laura Armbruster  
Juanita Bailey  
Jim Barnes  
Kristin Bartenslager  
Lori Basar  
Tara Basso  
Frances Bastion  
Cory Bergen  
Bill Bernard  
Val Berryman  
Narda Black  
Kate Boynton  
Sean Burton (2)  
Barbara Cansfield  
Brandon Case  
Ingrid Charlson  
Karen Connell  
Kim Covert  
Jeff Dagg (4)  
Julie Darling  
Matt Deloria  
Melanie Dever  
Jen Drenner  
Hallie Dunham  
Nicole Durbin

Krista Early (3)  
Kim Easterday (2)  
Deb Eber  
Karen Eby (3)  
Steve Eby  
Erica Ehinger  
Valerie Eninsche  
Kimberly Gillow  
Mary Ellen Glidden  
Patrick Glynn  
Lynne Gronvall  
Jodi Helmholtz  
Megan Hendricks  
Leslie Hite  
Brian Higgins  
Don Holiday (2)  
Sharon Holmes  
Jill Jastren (3)  
Bob Jennings  
Jennifer Johnson  
Vicki Juback  
Stacey Keeler  
Anne Kelley  
Maureen Kline  
Ken Koenig (3)  
Cassy Korinek (3)  
Heidi Lakey

Jess Leonard  
Nicole Leonard  
Tammy Leventis (2)  
Fred Ligrow  
Julie Lisczewicz  
Deb Mardeusz  
Craig McCalla (3)  
Michael McHugh  
Jen Melinsky  
Jane Montero  
Kit Moran (2)  
Rick Munir  
Meredith Nickerson  
Kelli Nowaczck  
Martina Olivera  
Linda Paciorka  
Brett Pedersen  
Ann Pregont  
Craig Rafail  
Tammy Reich  
Karen Rozema (2)  
Sarah Russell  
Shelley Rychener  
Laurie Sarver  
Katie See  
Kaitlin Schmoekel

Lynnette  
Schwartzberger  
Mollie Sharrar (2)  
Janine Shoner  
Cheri Sing  
Ava Slemrod  
Brooke Spencer  
Gina Star  
Kim Steptoe  
Jess Stevenson (2)  
Carmen Stinebaugh  
Dennis Stockwell  
Lisa Suomala  
Julie Swanson  
Lea Tatara  
Karen Touchstone  
Anna Tyrell (2)  
Hope Vestergaard  
Karen Walls (3)  
Char Warr (2)  
Cheryl Whitfield (2)  
Rod Whitlock  
Hannah Wing  
Stacey Wing  
Angie Williams  
Lex Williams  
Crystal Zurek

**NOVEMBER = 136**

**RUNNING TOTAL = 32,582**



# Dexter Community Schools Nice Job Notes

December 2015

Todd Aker  
Angela Anderson  
Laura Ayers  
Kristin Bartenslager  
Carol Bogdanski  
Regan Bullister  
CS & L Students  
Brandon Case  
Ingrid Charlson (2)  
Karen Connell  
Andy Damman  
Cheryl Darnton  
Pauline Dawson  
Melanie Dever (3)  
E4DS Leadership  
Joanne Early  
Deb Eber  
Jason Elmy (2)  
Pam Fischer  
Sarah Fisk (2)  
Scott Forrester  
Todd Fry (3)  
Rob Grams (2)

Amy Grant  
Dan Henry  
Jane Hill  
Jeremy Hilobuk  
Chris Hoelscher  
Don Holiday  
Abby Holland  
Sue Hubbard  
Mona Hubbard  
Bev Hurt  
Jill Jastren (2)  
Roger Johnson  
Vicki Juback  
Grace Kacmarek  
Mollie Kemp  
Amelia Kinnard  
Lisa Lantto  
Adria Leszczynski  
Nicole Little  
Sarah Lynch  
Joe Martin (2)  
Ricki Jo McQuarrie  
Lizzie Merriman

Kate Mesaros  
Nancy Miller  
Jane Montero  
Kit Moran  
Marianne Mutschler  
Larry Nelligan  
Becky Niedzielski  
Kelli Nowaczck  
Linda Paciorka  
Erin Palmer  
Lynn Palmer  
Mary Peppin  
Sharon Potes  
Mark Rakowski  
Hannah Quist  
Amy Raus  
Anna Romano (2)  
Karen Rozema  
Shelley Rychener  
Richard Schlanderer  
Annette Schultz  
Gretchen Schultz  
Macy Selecman

Janine Shana  
Vicki Sipple  
David Sinopoli (2)  
Julie Snider  
Laura Starr  
Jack Stearns  
Lauren Straub (2)  
Karen Sullivan  
Lauren Thompson (2)  
Karen Touchstone  
Anna Tyrell  
Mike Verbal  
Mike Wagner  
Donna Wahr  
Rod Whitlock  
Nancy Willis  
Rachel Wilson  
Molly Wing  
Stacey Wing  
Sarah Zofchak

**DECEMBER = 103**

**RUNNING TOTAL = 32,685**