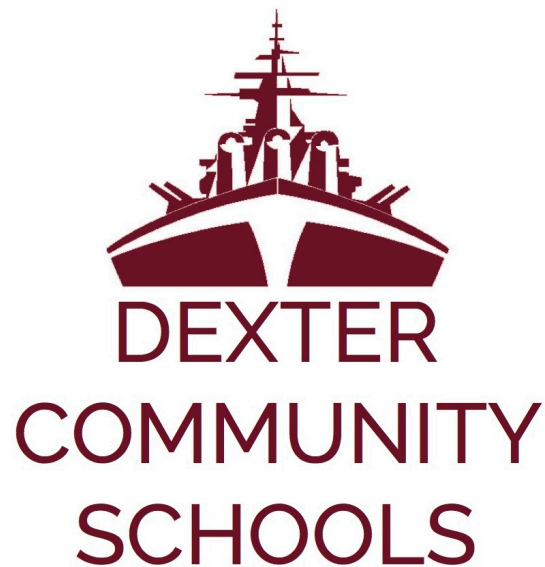


**BOARD MEETING**  
**PACKET**  
**DECEMBER 2, 2019**



*Our Vision:*  
*Champion Learning –*  
*Develop, Educate, and Inspire!*

*This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated in the agenda below (Bylaw 0166).*

**BOARD MEETING AGENDA**

- A. ROLL CALL**
- B. MEETING MINUTES** (Regular Meeting 11/11/2019; Closed Session 11/11/2019) (5 minutes)
- C. APPROVAL OF AGENDA** (1 minute)
- D. SCHOOL PRESENTATIONS** (10 minutes)
  - 1. Dr. Ken Moore on behalf of DHS Marching Band
  - 2. Athletics Restructuring Presentation
- E. SUPERINTENDENT UPDATE** (10 minutes)
  - 1. DCS Profile of a Learner Update (5 minutes)
  - 2. County Mental Health Millage Update (#wishyouknew) (5 minutes)
- F. STUDENT REPRESENTATIVES UPDATE** (3 minutes)
- G. PUBLIC PARTICIPATION** (up to 30 minutes/max 5 per person)  
*Per Policy 0167.3: 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 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.*
- H. CONSENT ITEMS** (1 minute)
  - 1. Personnel – Resignation
  - 2. October Budget Report
- I. ACTION ITEMS** (12 minutes)
  - 1. Policies – Second Reading (5 minutes)
  - 2. 2019-20 November Budget Amendment (5 minutes)
  - 3. Approve Emergency Operations Plan (confidential doc) (2 mins)
- J. DISCUSSION ITEMS** (20 minutes)
  - 1. Parliamentary Procedure (10 minutes)
  - 2. Check Register Update from Finance Committee (10 minutes)
- K. BOND UPDATE** (1 minute)
- L. PUBLIC PARTICIPATION** *See Policy 0167.3* (up to 15 minutes/max 3 per person)
- M. BOARD COMMENTS** (10 minutes)
  - 1. Community Chat Summary
  - 2. Athletics Ad Hoc Committee Update
- N. INFORMATION ITEMS**
  - 1. Nice Job Notes – October
  - 2. Athletics Ad Hoc Minutes 11/20/2019
  - 3. Finance Minutes 11/25/2019
- O. CLOSED SESSION** (2 hours) (requires 2/3 roll call vote)
  - 1. Superintendent Evaluation MCL 15.268(a)
  - 2. Consider Release of Material Exempt from Disclosure MCL 15.268(h) (requires 2/3 roll call vote)

**CALENDAR**

- \*Thursday, December 5 – 9:45am  
Policy Committee – Copeland
- \*Monday, December 9, 2019 – 6:30pm  
Athletics Forum – MC Cafeteria
- \*Wednesday, December 18 – 4:00pm  
Facility Committee – Copeland
- \*Monday, January 13 – 6:00pm  
Community Chat – Creekside
- \*Monday, January 13 – 7:00pm  
Board Meeting – Creekside

**BOARD NOTES  
DECEMBER 12, 2019**

**A. ROLL CALL**

**B. MEETING MINUTES**

- \* An appropriate motion might be, "I move that the Board of Education approve the attached special meeting minutes from 11-11-2019 as presented / amended, the regular meeting minutes from 11-11-2019 as presented / amended, and the closed session minutes from 11-11-2019 as presented / amended."

**C. APPROVAL OF AGENDA**

1. 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 might be, "I move that the Board of Education approve the agenda as presented / amended."

**D. SCHOOL PRESENTATIONS**

1. Dr. Ken Moore on Behalf of DHS Marching Band.
2. Athletics Restructuring Presentation. Your packet contains a summary of proposed changes to the Athletics Department Structure put together by the Athletics Ad Hoc Committee. The District is hosting a community forum to discuss this proposal on December 9<sup>th</sup> at 6:30pm in the Mill Creek cafeteria. This item is strictly a presentation item this evening and is planned to be on the discussion agenda at the January 13<sup>th</sup> meeting.

**E. SUPERINTENDENT UPDATE**

1. DCS Profile of a Learner Update
2. County Mental Health Millage Update (#wishyouknew)

**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 policy 0167.3, Public Participation at Board Meetings.*

**H. CONSENT ITEMS**

1. Personnel – Resignation. Your packet contains a resignation letter from Special Education teacher Frieda Steiner effective November 15th.

- \* An appropriate motion might be, "I move that the Board of Education accept Frieda Steiner's resignation."

**I. ACTION ITEMS**

1. Policies – Second Reading. At the November 11, 2019 meeting, the Board reviewed and approved for first reading the following policies: 2410 (Prohibition of Referral or Assistance) 2414 (Reproductive Health and Family Planning), and

**BOARD NOTES  
DECEMBER 12, 2019**

2418 (Sex Education); 1615/3215/4215/5512/7434 (Use of Tobacco by Admin/Professional Staff/Support Staff/Students/On School Premises); 1420/3220 (School Administrator/Professional Staff Evaluations), 2265 (Child Care Staff & Volunteers), 2450 (Community & Adult Education), 2628 (State Aid Incentives), 3210 (Staff Ethics), 5230 (Late Arrival/Dismissal), 5330.02 (Opioid Antagonists), 6800 (System of Accounting), 7440.03 (Small Unmanned Aircraft Systems), 8400 (School Safety Information) and 8462 (Student Abuse & Neglect). Omissions have been corrected on policies 2265 and 5330.02, as well as a few punctuation corrections. Those are highlighted with arrows in tonight's packet. These policies are presented for second reading and final approval this evening.

- \* An appropriate resolution might "I move that the Board of Education approve the attached policies (2410, 2414, 2418, 1615/3215/4215/5512/7434, 1420/3220, 2265, 2450, 2628, 3210, 5230, 5330.02, 6800, 7440.03, 8400, and 8462) for second reading and final approval as presented/amended."
- 2. 2019-20 November Budget Amendment. Your packet includes a memorandum and supporting documents regarding the 2019-20 November Budget Amendment. This information was reviewed and recommended by the Finance Committee at their November 25, 2019 meeting and is presented for action tonight.
- \* An appropriate motion might be, "I move that the 2019-20 Budget Amendment Resolutions for the General Fund, Community Service Fund and the Food Services Fund be adopted."
- 3. Approve Emergency Operations Plan. At the November 11<sup>th</sup> meeting, Board members received a draft of the updated Emergency Operations Plan required by state law and you have had the opportunity to review this document in the interim. For safety reasons, this is a confidential document and will not be released publicly. This item is presented for Board approval this evening.
- \* An appropriate motion might be, "I move that the Board of Education approve the updated Emergency Operation Plan."

**J. DISCUSSION ITEMS**

- 1. Parliamentary Procedure. Board Bylaw 0160 states that "The parliamentary authority governing the Board of Education shall in all cases be consistent with statute, administrative code, or these bylaws, or the rules of order of this Board." This item is presented for discussion this evening.
- 2. Check Register Update from Finance Committee. A board member has requested that the District discuss publish its check register. This was discussed at the finance committee's November 25<sup>th</sup> meeting. Draft minutes are attached.

**K. BOND UPDATE**

**L. PUBLIC PARTICIPATION**

**BOARD NOTES**  
**DECEMBER 12, 2019**

**M. BOARD COMMENTS**

1. Community Chat Summary
2. Athletics Ad Hoc Committee Update

**N. INFORMATION ITEMS**

1. Nice Job Notes – October
2. Athletics Ad Hoc Minutes 11/20/2019
3. Finance Minutes 11/25/2019

**O. CLOSED SESSION (requires 2/3 roll call vote)**

1. Superintendent Evaluation MCL 15.268(a). As permissible by law, the Superintendent has requested a closed session for his evaluation.
2. Consider Release of Material Exempt from Disclosure MCL 15.268(h) (requires 2/3 roll call vote)

**P. POTENTIAL ACTION ITEM**

1. Pending Closed Session

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION WORKSHOP  
SPECIAL MEETING MINUTES – NOVEMBER 11, 2019  
Creekside Innovation Room 5:00pm**

The workshop was called to order at approximately 5:14pm by Board President Michael Wendorf.

Inclement weather led to late arrivals and early departures.

**A. ROLL CALL**

**Members Present:** Ron Darr (arrived ~5:17), Mara Greatorex, Daryl Kipke (~6:40), Dick Lundy, Barbara Read, Julie Schumaker, Michael Wendorf

**Administrative & Supervisory Staff:** Mollie Sharrar, Christopher Timmis (~5:25pm), Hope Vestergaard (left ~ 6:00pm)

**Guests:** Laura Hilger (KnowledgeWorks)

**Press:** none

**B. APPROVAL OF AGENDA**

1. Board policy provides that the Superintendent of Schools shall prepare an agenda for all meetings as directed by the President of the Board.
2. Julie Schumaker made a motion to approve the agenda as presented. Mara Greatorex supported the motion. **Motion Carried (unanimous).**

**C. PUBLIC PARTICIPATION – none**

**D. STRATEGIC PLANNING**

1. Laura Hilger of KnowledgeWorks discussed with the Board the current status of strategic planning with staff, administrators, and the community including goal statements and individual roles.

**E. PUBLIC PARTICIPATION – none**

At approximately 6:50pm, Julie Schumaker made a motion to adjourn the meeting. Mara Greatorex seconded the motion. **Motion Carried (unanimous).**

MINUTES/hlv

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Mara Greatorex  
Secretary  
Board of Education

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
MEETING MINUTES – NOVEMBER 11, 2019  
Creekside Media Center**

The meeting was called to order at approximately 7:01pm by Board President Michael Wendorf.

**A. ROLL CALL**

**Members Present:** Ron Darr, Mara Greatorex, Daryl Kipke, Dick Lundy, Barbara Read, Julie Schumaker, Michael Wendorf, Student Representative Annalisa Shehab

**Members Absent:** Student Representative Chad Robards

**Administrative & Supervisory Staff:** Sharon Raschke, Hope Vestergaard

**DAA:** none

**DEA:** none

**DESPA:** none

**Guests:** Trish Macheimer

**Press:** Lonnie Huhman (The Sun Times News)

**B. MEETING MINUTES**

Two corrections were made to the regular meeting minutes from 10/14/2019 to be consistent. A statement was removed and a summary of comments was added.

Julie Schumaker made a motion to approve the special meeting minutes from 10/14/2019 as presented. Daryl Kipke supported the motion. **Motion Carried (unanimous).** Julie Schumaker made a motion to approve the regular meeting minutes from 10/14/2019 as amended. Daryl Kipke supported the motion. **Motion Carried (unanimous).**

**C. APPROVAL OF AGENDA**

1. Board policy provides that the Superintendent of Schools shall prepare an agenda for all meetings as directed by the President of the Board.
2. After discussion, Julie Schumaker made a motion to approve the agenda as presented. Dick Lundy supported the motion. **Motion Carried (unanimous).**

**D. SCHOOL PRESENTATIONS – none**

**E. SUPERINTENDENT UPDATE – none**

**F. STUDENT REPRESENTATIVES UPDATE**

1. Annalisa Shehab updated the Board on the many successes of the high school sports teams, as well as debate and the marching band.

**G. PUBLIC PARTICIPATION – none**

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
MEETING MINUTES – NOVEMBER 11, 2019  
Creekside Media Center**

**H. CONSENT ITEMS**

Julie Schumaker made a motion that the Board approve the consent items in bulk. Ron Darr seconded the motion. **Motion Carried (unanimous).**

- The Board of Education awarded Hannah Kimball a probationary contract for the remainder of the 2019-20 school year and hired Rachel Piersol for the open school nurse position.
- The Board received the September 2019 budget report.

**I. ACTION ITEMS**

1. DHS Course Proposals. Dick Lundy made a motion that the Board of Education approve the attached class proposals [AP Physics 2, Computer Science Principles and Coding, IB Math A&I SL, Forensic Science, IB Environmental Systems and Societies, Global Politics, and Multimedia Journalism]. Barbara Read seconded the motion. **Motion Carried (unanimous).**
2. Policies - First Reading. There were typographical issues/omissions with two policies:
  - a. Policy 2265 (Child Care Center Staff and Volunteers) was missing a check mark which would insert the following text: *“Volunteers shall not engage in unsupervised care or supervision of the children or be provided unsupervised access to the children in the program.”* (Corrected.)
  - b. Policy 5330.02 (Opioid Antagonists) was missing checkmarks which would insert the following text: *“Any person who administers an opioid antagonist to a student shall promptly notify the student’s parent/guardian. The person who notifies the student’s parent/guardian must encourage the parent or guardian to seek treatment for the student from a substance use disorder services program. It shall be the responsibility of the nurse to be sure that the supply of opioid antagonists is maintained at the appropriate level and they have not expired. The nurse shall also be responsible for coordinating the training of District employees to administer the opioid antagonists and to maintain the list of employees authorized to administer the antagonists. The District’s training regarding administration of and the maintenance and storage of opioid antagonists shall be consistent with po5330, ag5330, and the Michigan Department of Education’s medication administration guidelines, as amended.”* The following footnote definition was unintentionally omitted and should be replaced: *“An opioid antagonist is naloxone hydrochloride or any other similarly acting and equally safe drug approved by the U.S. Food and Drug Administration for the treatment of drug overdose.”* (Corrected.)

Julie Schumaker made a motion that the attached policies [2410, 2414, 2418, 1615/3215/4215/5512/7434, 1420/3220, 2265, 2450, 2628, 3210, 5230, 5330.02, 6800, 7440.03, 8400, and 8462] be approved for first reading as amended. Mara Greatorex seconded the motion. **Motion Carried (unanimous).**

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION**  
**MEETING MINUTES – NOVEMBER 11, 2019**  
**Creekside Media Center**

**J. DISCUSSION ITEMS**

1. Board Member Office Hours. Board members discussed whether board members' scheduled but informal meet-ups with constituents should be placed on the Board calendar, and /or held on District property. Ron Darr and Mara Greateorex will research to see if/how other school boards handle coffee hours/office hours and report back to the Board.
2. Committee Structure and Committee of the Whole. Board President Michael Wendorf advised the Board that he and the District had been advised by Trustee Barbara Read in October that going forward she intended to attend committee meetings as a member of the audience at her convenience. Mrs. Read advised the Board President and Superintendent to make whatever arrangements they wished to accommodate her intent including the option of changing the committee structure to a committee of the whole in order to comply with the Open Meetings Act. Mr. Wendorf advised the Board that he had reviewed applicable law and consulted with outside counsel, and that his current understanding is: individual board members may attend committee meetings as audience members provided that they do not speak or participate, and do not participate in the deliberative process by contacting committee members outside of the meeting to advocate a point of view or add information to the committee discussion. Therefore, his recommendation was to maintain the current committee structure which has been both effective and efficient in conducting the District's business. Barbara Read stated that she believes the Open Meetings Act did not prohibit a non-committee member from speaking at a committee meeting as an audience member. Board President Wendorf will seek further advice from counsel. He recommended that, for the time being, if a board member attending a committee meeting as an audience member decides to speak at the committee meeting, the committee chair should adjourn the meeting and the minutes should reflect the reason.

**K. BOND UPDATE**

1. Granger is winding down their work on the Series I construction projects through the end of December.

**L. PUBLIC PARTICIPATION – none**

**M. BOARD COMMENTS**

1. Community Chat Update. Barbara Read attended the Community Chat this morning. No community members showed up.
2. Policy Committee Update. This was covered during the action agenda.
3. Athletics Ad Hoc Committee Update. On November 5, Athletic Director Mike Bavineau presented to the ad hoc committee a proposed restructuring of the athletics department. The committee will be meeting again to discuss after time to receive coach input and reflect. (The scheduled ad hoc meeting 11/12/2019 was canceled due to weather delaying the coach meeting).

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
MEETING MINUTES – NOVEMBER 11, 2019  
Creekside Media Center**

**N. INFORMATION ITEMS**

1. MSBO Certification – Food and Nutrition Director Jennifer Mattison
2. Nice Job Notes – September 2019
3. Finance Minutes 10/14/2019
4. Reproductive Health Minutes 10/16/2019
5. Policy Minutes 10/31/2019 (policy minutes from 10/22/2019 were inadvertently omitted from the packet and have been posted)
6. Athletics Ad Hoc Minutes 11/5/2019
7. MASB Code of Ethical Relationships

At approximately 8:20pm, Dick Lundy made a motion to move into executive session for the purpose of considering material exempt from disclosure. Daryl Kipke seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

**O. CLOSED SESSION**

1. Consider Material Exempt from Disclosure *MCL 15.268(h)*
2. Consider Material Exempt from Disclosure *MCL 15.268(h)*
3. Consider Material Exempt from Disclosure *MCL 15.268(k)*

At approximately 8:50pm, the Board returned to open session.

At approximately 8:51pm, Dick Lundy made a motion to adjourn the meeting. Ron Darr seconded the motion. **Motion Carried (unanimous).**

MINUTES/hlv

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Mara Greatorex  
Secretary  
Board of Education

**From:** Freida Steiner <[steinerf@dexterschools.org](mailto:steinerf@dexterschools.org)>  
**Date:** November 6, 2019 at 7:00:03 AM EST  
**To:** Barb Santo <[santob@dexterschools.org](mailto:santob@dexterschools.org)>, Jami Bronson <[bronsonj@dexterschools.org](mailto:bronsonj@dexterschools.org)>  
**Subject:** Letter of Resignation

Dear Jami and Barb,

I am writing to let you know that due to circumstances beyond my control, beginning November 15th, I am unfortunately unable to continue on in my current position at this time. I want to thank you and the full Dexter schools and Mill Creek communities for the amazing work you continue to do in the service of our students. This was a difficult decision and I am grateful for the opportunity to have been a part of this very special team.

Please let me know if you need me to take any additional steps to complete this process.

All the best,  
Freida Steiner

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Ms. Freida Steiner  
7th Grade - Teacher Consultant  
Dexter Mill Creek Middle School  
contact info redacted



# Board Monthly Financial Report

Fiscal Year to Date 10/31/19

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 11 - General Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	5,576,058.00	44,208.56	206,777.27	.00	5,729,798.73	4	145,448.31
Function Code <b>R100 - Local Sources - 100 Totals</b>	<b>\$5,576,058.00</b>	<b>\$44,208.56</b>	<b>\$206,777.27</b>	<b>\$0.00</b>	<b>\$5,729,798.73</b>	<b>4 %</b>	<b>\$145,448.31</b>
Function Code <b>R200 - Non-Education Sources - 200</b>							
	5,574.00	.00	.00	.00	.00	0	.00
Function Code <b>R200 - Non-Education Sources - 200 Totals</b>	<b>\$5,574.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0 %</b>	<b>\$0.00</b>
Function Code <b>R300 - State Sources - 300</b>							
	30,896,849.00	2,475,830.85	2,497,447.07	.00	28,341,973.93	8	2,422,991.43
Function Code <b>R300 - State Sources - 300 Totals</b>	<b>\$30,896,849.00</b>	<b>\$2,475,830.85</b>	<b>\$2,497,447.07</b>	<b>\$0.00</b>	<b>\$28,341,973.93</b>	<b>8 %</b>	<b>\$2,422,991.43</b>
Function Code <b>R400 - Federal Sources - 400</b>							
	1,661,797.00	.00	.00	.00	1,610,654.00	0	.00
Function Code <b>R400 - Federal Sources - 400 Totals</b>	<b>\$1,661,797.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,610,654.00</b>	<b>0 %</b>	<b>\$0.00</b>
Function Code <b>R500 - ISD / Other Sources - 500</b>							
	4,767,926.00	814,732.00	816,029.38	.00	4,605,489.62	17	771,412.57
Function Code <b>R500 - ISD / Other Sources - 500 Totals</b>	<b>\$4,767,926.00</b>	<b>\$814,732.00</b>	<b>\$816,029.38</b>	<b>\$0.00</b>	<b>\$4,605,489.62</b>	<b>17 %</b>	<b>\$771,412.57</b>
Function Code <b>R600 - In from other Funds - 600</b>							
	225,358.00	.00	.00	.00	275,628.00	0	.00
Function Code <b>R600 - In from other Funds - 600 Totals</b>	<b>\$225,358.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$275,628.00</b>	<b>0 %</b>	<b>\$0.00</b>
Account Type <b>Revenue Totals</b>							
	<b>\$43,133,562.00</b>	<b>\$3,334,771.41</b>	<b>\$3,520,253.72</b>	<b>\$0.00</b>	<b>\$40,563,544.28</b>	<b>8 %</b>	<b>\$3,339,852.31</b>
Account Type <b>Expense</b>							
Function Code <b>100 - Instruction</b>							
Sub Function Code 110 - Basic Functions - 110	21,037,297.00	2,079,503.58	6,012,625.42	22,481.60	15,700,039.98	29	3,079,914.32
Sub Function Code 120 - Added Needs - 120	4,542,572.00	471,228.49	1,076,740.88	.00	4,062,115.12	24	636,463.65
Sub Function Code 130 - Adult/Continuing Education - 130	72,000.00	.00	.00	.00	.00	0	.00
Function Code <b>100 - Instruction Totals</b>	<b>\$25,651,869.00</b>	<b>\$2,550,732.07</b>	<b>\$7,089,366.30</b>	<b>\$22,481.60</b>	<b>\$19,762,155.10</b>	<b>28 %</b>	<b>\$3,716,377.97</b>
Function Code <b>200 - Supporting Services</b>							
Sub Function Code 210 - Support Services-Pupil - 210	4,309,086.00	416,790.64	1,147,432.99	157,179.80	2,986,031.21	27	647,266.03
Sub Function Code 220 - Support Services-Instructional - 220	2,469,404.00	224,932.42	849,652.90	18,917.00	1,609,988.10	34	613,566.47
Sub Function Code 230 - Support Services-Administration - 230	591,521.00	36,549.38	194,706.49	.00	418,387.51	33	190,621.73
Sub Function Code 240 - Support Services-School Admin - 240	2,539,485.00	232,283.74	671,083.76	.00	1,886,502.24	26	614,827.91
Sub Function Code 250 - Support Services-Business - 250	690,386.00	56,622.68	179,651.58	.00	552,563.42	26	167,007.56
Sub Function Code 260 - Operations and Maintenance - 260	3,751,197.00	313,828.24	1,013,899.54	279,689.90	2,594,298.56	27	850,484.15
Sub Function Code 270 - Pupil Transportation - 270	1,578,126.00	174,237.56	371,438.23	19,149.06	1,232,969.71	24	331,850.43
Sub Function Code 280 - Support Services-Central - 280	352,595.00	32,485.88	144,101.43	27,900.00	273,452.57	41	117,129.27
Function Code <b>200 - Supporting Services Totals</b>	<b>\$16,281,800.00</b>	<b>\$1,487,730.54</b>	<b>\$4,571,966.92</b>	<b>\$502,835.76</b>	<b>\$11,554,193.32</b>	<b>28 %</b>	<b>\$3,532,753.55</b>
Function Code <b>300 - Community Services</b>							
Sub Function Code 320 - Community Recreation - 320	257,444.00	33,617.47	77,015.59	30,371.35	150,057.06	30	54,941.43
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	4,110.00	925.00	925.00	.00	14,035.00	23	.00
Sub Function Code 390 - Other Community Services - 390	.00	.00	.00	.00	.00	+++	.00
Function Code <b>300 - Community Services Totals</b>	<b>\$261,554.00</b>	<b>\$34,542.47</b>	<b>\$77,940.59</b>	<b>\$30,371.35</b>	<b>\$164,092.06</b>	<b>30 %</b>	<b>\$54,941.43</b>
Function Code <b>400 - Government Agencies &amp; Prior Period</b>							
Sub Function Code 400 - Other Government Agencies - 400	.00	.00	.00	.00	.00	+++	.00
Function Code <b>400 - Government Agencies &amp; Prior Period Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>+++</b>	<b>\$0.00</b>
Function Code <b>500-600 - Other Financing Uses</b>							



# Board Monthly Financial Report

Fiscal Year to Date 10/31/19

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
Sub Function Code 600 - Fund Modifications - 600	516,009.00	.00	.00	.00	548,870.00	0	.00
Function Code <b>500-600 - Other Financing Uses</b> Totals	<b>\$516,009.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$548,870.00</b>	<b>0 %</b>	<b>\$0.00</b>
Account Type <b>Expense</b> Totals	<b>\$42,711,232.00</b>	<b>\$4,073,005.08</b>	<b>\$11,739,273.81</b>	<b>\$555,688.71</b>	<b>\$32,029,310.48</b>	<b>27 %</b>	<b>\$7,304,072.95</b>
Fund(COA) <b>11 - General Fund</b> Totals	<b>\$422,330.00</b>	<b>(\$738,233.67)</b>	<b>(\$8,219,020.09)</b>	<b>(\$555,688.71)</b>	<b>\$8,534,233.80</b>	<b>-1,946 %</b>	<b>(\$3,964,220.64)</b>



# Board Monthly Financial Report

Fiscal Year to Date 10/31/19

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 23 - Community Service Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	2,057,877.00	191,728.93	856,462.00	.00	1,271,915.00	42	834,580.96
Function Code <b>R100 - Local Sources - 100 Totals</b>	<b>\$2,057,877.00</b>	<b>\$191,728.93</b>	<b>\$856,462.00</b>	<b>\$0.00</b>	<b>\$1,271,915.00</b>	<b>42 %</b>	<b>\$834,580.96</b>
Function Code <b>R300 - State Sources - 300</b>							
	47,364.00	.00	(.50)	.00	23,470.50	0	.25
Function Code <b>R300 - State Sources - 300 Totals</b>	<b>\$47,364.00</b>	<b>\$0.00</b>	<b>(\$0.50)</b>	<b>\$0.00</b>	<b>\$23,470.50</b>	<b>0 %</b>	<b>\$0.25</b>
Function Code <b>R400 - Federal Sources - 400</b>							
	.00	.00	35,154.25	.00	89,845.75	+++	.00
Function Code <b>R400 - Federal Sources - 400 Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,154.25</b>	<b>\$0.00</b>	<b>\$89,845.75</b>	<b>+++</b>	<b>\$0.00</b>
Function Code <b>R500 - ISD / Other Sources - 500</b>							
	.00	.00	.00	.00	.00	+++	.00
Function Code <b>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>+++</b>	<b>\$0.00</b>
Function Code <b>R600 - In from other Funds - 600</b>							
	516,009.00	.00	.00	.00	531,978.00	0	.00
Function Code <b>R600 - In from other Funds - 600 Totals</b>	<b>\$516,009.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$531,978.00</b>	<b>0 %</b>	<b>\$0.00</b>
Account Type <b>Revenue Totals</b>	<b>\$2,621,250.00</b>	<b>\$191,728.93</b>	<b>\$891,615.75</b>	<b>\$0.00</b>	<b>\$1,917,209.25</b>	<b>34 %</b>	<b>\$834,581.21</b>
Account Type <b>Expense</b>							
Function Code <b>100 - Instruction</b>							
Sub Function Code <b>110 - Basic Functions - 110</b>	109,992.00	15,658.37	31,933.87	.00	65,767.13	29	34,635.43
Function Code <b>100 - Instruction Totals</b>	<b>\$109,992.00</b>	<b>\$15,658.37</b>	<b>\$31,933.87</b>	<b>\$0.00</b>	<b>\$65,767.13</b>	<b>29 %</b>	<b>\$34,635.43</b>
Function Code <b>200 - Supporting Services</b>							
Sub Function Code <b>220 - Support Services-Instructional - 220</b>	7,075.00	.00	.00	.00	988.00	0	.00
Sub Function Code <b>250 - Support Services-Business - 250</b>	.00	.00	.00	.00	.00	+++	.00
Sub Function Code <b>260 - Operations and Maintenance - 260</b>	81,850.00	4,734.72	10,334.98	7,935.40	58,279.62	13	16,046.96
Sub Function Code <b>270 - Pupil Transportation - 270</b>	80,000.00	.00	.00	.00	80,000.00	0	20,902.96
Sub Function Code <b>290 - Support Services-Other - 290</b>	688,709.00	54,654.32	154,714.55	8,880.01	541,083.44	22	127,573.55
Function Code <b>200 - Supporting Services Totals</b>	<b>\$857,634.00</b>	<b>\$59,389.04</b>	<b>\$165,049.53</b>	<b>\$16,815.41</b>	<b>\$680,351.06</b>	<b>19 %</b>	<b>\$164,523.47</b>
Function Code <b>300 - Community Services</b>							
Sub Function Code <b>310 - Community Services Direction - 310</b>	274,806.00	27,450.30	90,620.18	.00	202,821.82	33	83,715.75
Sub Function Code <b>320 - Community Recreation - 320</b>	379,471.00	55,340.46	114,843.95	10,964.34	251,722.71	30	140,818.71
Sub Function Code <b>350 - Care of Children - 350</b>	855,946.00	80,915.44	259,326.24	1,332.00	703,465.76	30	220,118.27
Sub Function Code <b>390 - Other Community Services - 390</b>	.00	.00	35,154.25	.00	89,845.75	+++	.00
Function Code <b>300 - Community Services Totals</b>	<b>\$1,510,223.00</b>	<b>\$163,706.20</b>	<b>\$499,944.62</b>	<b>\$12,296.34</b>	<b>\$1,247,856.04</b>	<b>33 %</b>	<b>\$444,652.73</b>
Function Code <b>500-600 - Other Financing Uses</b>							
Sub Function Code <b>600 - Fund Modifications - 600</b>	83,524.00	.00	.00	.00	133,151.00	0	.00
Function Code <b>500-600 - Other Financing Uses Totals</b>	<b>\$83,524.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$133,151.00</b>	<b>0 %</b>	<b>\$0.00</b>
Account Type <b>Expense Totals</b>	<b>\$2,561,373.00</b>	<b>\$238,753.61</b>	<b>\$696,928.02</b>	<b>\$29,111.75</b>	<b>\$2,127,125.23</b>	<b>27 %</b>	<b>\$643,811.63</b>
Fund(COA) <b>23 - Community Service Fund Totals</b>	<b>\$59,877.00</b>	<b>(\$47,024.68)</b>	<b>\$194,687.73</b>	<b>(\$29,111.75)</b>	<b>(\$209,915.98)</b>	<b>325 %</b>	<b>\$190,769.58</b>



# Board Monthly Financial Report

Fiscal Year to Date 10/31/19

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 25 - School Lunch Fund</b>							
<b>Account Type Revenue</b>							
<b>Function Code R100 - Local Sources - 100</b>							
	1,088,255.00	130,819.64	276,013.66	.00	778,788.34	25	283,275.01
Function Code R100 - Local Sources - 100 Totals	\$1,088,255.00	\$130,819.64	\$276,013.66	\$0.00	\$778,788.34	25 %	\$283,275.01
<b>Function Code R300 - State Sources - 300</b>							
	75,938.00	7,932.10	7,932.10	.00	55,092.90	10	4,842.70
Function Code R300 - State Sources - 300 Totals	\$75,938.00	\$7,932.10	\$7,932.10	\$0.00	\$55,092.90	10 %	\$4,842.70
<b>Function Code R400 - Federal Sources - 400</b>							
	304,337.00	26,036.63	26,190.54	.00	288,755.46	9	22,709.60
Function Code R400 - Federal Sources - 400 Totals	\$304,337.00	\$26,036.63	\$26,190.54	\$0.00	\$288,755.46	9 %	\$22,709.60
<b>Function Code R500 - ISD / Other Sources - 500</b>							
	141,728.00	8,471.08	14,568.47	.00	135,431.53	10	11,708.60
Function Code R500 - ISD / Other Sources - 500 Totals	\$141,728.00	\$8,471.08	\$14,568.47	\$0.00	\$135,431.53	10 %	\$11,708.60
Account Type Revenue Totals	\$1,610,258.00	\$173,259.45	\$324,704.77	\$0.00	\$1,258,068.23	20 %	\$322,535.91
<b>Account Type Expense</b>							
<b>Function Code 200 - Supporting Services</b>							
Sub Function Code 210 - Support Services-Pupil - 210	.00	.00	.00	.00	.00	+++	.00
Sub Function Code 260 - Operations and Maintenance - 260	2,735.00	.00	1,357.77	.00	2,250.23	50	1,543.11
Sub Function Code 290 - Support Services-Other - 290	1,415,606.00	160,659.93	332,286.61	471,185.92	617,696.47	23	298,015.12
Function Code 200 - Supporting Services Totals	\$1,418,341.00	\$160,659.93	\$333,644.38	\$471,185.92	\$619,946.70	24 %	\$299,558.23
<b>Function Code 500-600 - Other Financing Uses</b>							
Sub Function Code 600 - Fund Modifications - 600	141,834.00	.00	.00	.00	142,477.00	0	.00
Function Code 500-600 - Other Financing Uses Totals	\$141,834.00	\$0.00	\$0.00	\$0.00	\$142,477.00	0 %	\$0.00
Account Type Expense Totals	\$1,560,175.00	\$160,659.93	\$333,644.38	\$471,185.92	\$762,423.70	21 %	\$299,558.23
Fund(COA) 25 - School Lunch Fund Totals	\$50,083.00	\$12,599.52	(\$8,939.61)	(\$471,185.92)	\$495,644.53	-18 %	\$22,977.68



# Board Monthly Financial Report

Fiscal Year to Date 10/31/19

Sub Function Code	Adopted Budget	Current Month Actual	Actual FYTD	Encumbrances	Budget - Actual	% Rec'd/Spent	Prior Year FYTD
<b>Fund(COA) 29 - Student/School Activity Fund</b>							
Account Type <b>Revenue</b>							
Function Code <b>R100 - Local Sources - 100</b>							
	1,362,636.00	72,706.61	220,745.67	.00	1,141,890.33	16	.00
Function Code <b>R100 - Local Sources - 100 Totals</b>	<b>\$1,362,636.00</b>	<b>\$72,706.61</b>	<b>\$220,745.67</b>	<b>\$0.00</b>	<b>\$1,141,890.33</b>	<b>16 %</b>	<b>\$0.00</b>
Account Type <b>Revenue Totals</b>	<b>\$1,362,636.00</b>	<b>\$72,706.61</b>	<b>\$220,745.67</b>	<b>\$0.00</b>	<b>\$1,141,890.33</b>	<b>16 %</b>	<b>\$0.00</b>
Account Type <b>Expense</b>							
Function Code <b>200 - Supporting Services</b>							
Sub Function Code 290 - Support Services-Other - 290	1,362,636.00	101,995.22	237,460.91	54,690.06	1,070,485.03	17	.00
Function Code <b>200 - Supporting Services Totals</b>	<b>\$1,362,636.00</b>	<b>\$101,995.22</b>	<b>\$237,460.91</b>	<b>\$54,690.06</b>	<b>\$1,070,485.03</b>	<b>17 %</b>	<b>\$0.00</b>
Account Type <b>Expense Totals</b>	<b>\$1,362,636.00</b>	<b>\$101,995.22</b>	<b>\$237,460.91</b>	<b>\$54,690.06</b>	<b>\$1,070,485.03</b>	<b>17 %</b>	<b>\$0.00</b>
Fund(COA) <b>29 - Student/School Activity Fund Totals</b>	<b>\$0.00</b>	<b>(\$29,288.61)</b>	<b>(\$16,715.24)</b>	<b>(\$54,690.06)</b>	<b>\$71,405.30</b>	<b>+++</b>	<b>\$0.00</b>
Grand Totals	\$532,290.00	(\$801,947.44)	(\$8,049,987.21)	(\$1,110,676.44)	\$8,891,367.65	-1,512 %	(\$3,750,473.38)

TO: Board of Education  
FROM: Sharon Raschke, CFO *Sharon*  
DATE: December 2, 2019  
RE: 2019-20 November Budget Amendment

The 2019-20 November budget amendment is being presented. The amendment was reviewed and recommended by the Finance Committee on November 25, 2019.

The key parameters of the revised 2019-20 budget included are:

- Carryover of existing programs.
- State Foundation allowance \$8,328, a \$211 increase from 2018-19.
- Student count 3,627, a decrease of 8.83 FTE from 2018-19. The student count reflects the current status of state funding for international students.
- Existing State categorical Hold Harmless Guarantee (20f) of \$145,600 (approx. \$40 per student), based on the guarantee that each district increased \$25 per pupil in 2015-16 with the elimination of other State categoricals.
- Existing State categorical for MPSERS Cost Offset (147a) and MPSERS Stabilization (147c), and an additional MPSERS Reform Payment (147e). Total estimated \$3,735,000.
- MPSERS Retirement Rate 40.09% budgeted all funds \$9,856,000. Net MPSERS retirement cost \$6,121,000. The net amount is 14% of the budget. The State categorical funding is not guaranteed. If eliminated, the full retirement cost would be a district obligation of more than 21% of the impacted budgets.
- Existing State categorical for Data Collection (152a) of \$93,600.
- WISD Act 18 special education reimbursement \$4,553,000 is based on 100% of actual unreimbursed costs of the 2017-18 fiscal year. An additional \$528,000 is included as an expected distribution from WISD for actual costs from previous years.
- WISD Medicaid Fee for Service distribution \$198,000 for covered services 2016-17 thru 2018-19. The 2013-14 Medicaid audit is complete and the anticipated distribution factored the audited cost recovery. Going forward, annual distributions are expected to be \$60,000.
- Actual Federal funding for IDEA and Title programs was 4% lower.
- Increased 2.5 professional instructional and professional support staff (1.5 FTE was due to additional state At Risk grant funding).
- Wage changes per bargaining agreements with all employee groups; DAA, DEA, Individuals 0% on schedule with 4% off schedule. DESPA 1.1% on schedule with 3% off schedule. WWBDAMA 1.1-1.25% on schedule with 4% off schedule. Off schedule payments were made October 31, 2019.
- Staff steps and levels and education levels per negotiated contracts.
- Health benefits per negotiated contracts with fully insured MESSA and BCBS products. The District contribution increased 7% effective 1/1/2019 and 3% effective 1/1/2020 for medical plans across most employee groups.
- Long range trend reflects \$211 increase foundation from State. Student increases of 22 are consistent with the student projections used for the 2017 bond planning.
- Food & Nutrition direct and indirect cost recovery of 10%. Community Education indirect cost recovery of 7.5% in 2019-20 and 10% thereafter. Community Education has a fund balance of \$65,000 from previous years.

**Attachments**

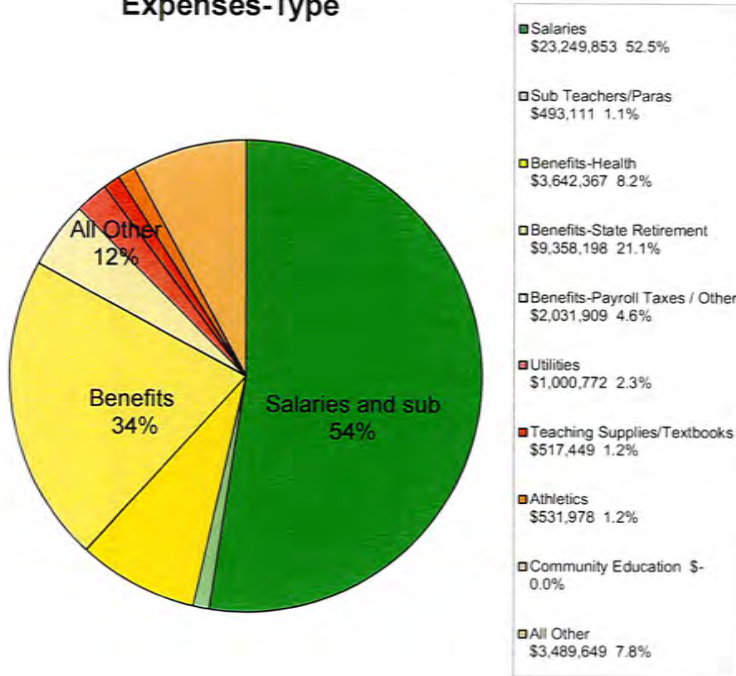
1. Financial Dashboard
2. A long-range trend with 2017-18 actual, 2018-19 actual, 2019-20 (November revision), and 2020-21, 2012-22, and 2022-23 trend.
3. 2019-20 Budget Details highlights the major changes between the adoption and amendment.
4. 2018-19 Year-End Fund Balances and designated reserves.
5. The general appropriation amendment for the general fund and required special revenue funds by major function grouping. These resolutions, once adopted by the Board of Education, will be posted on our Budget Transparency Reporting web page.

The budget detailed by individual account lines are available in the Business Office.

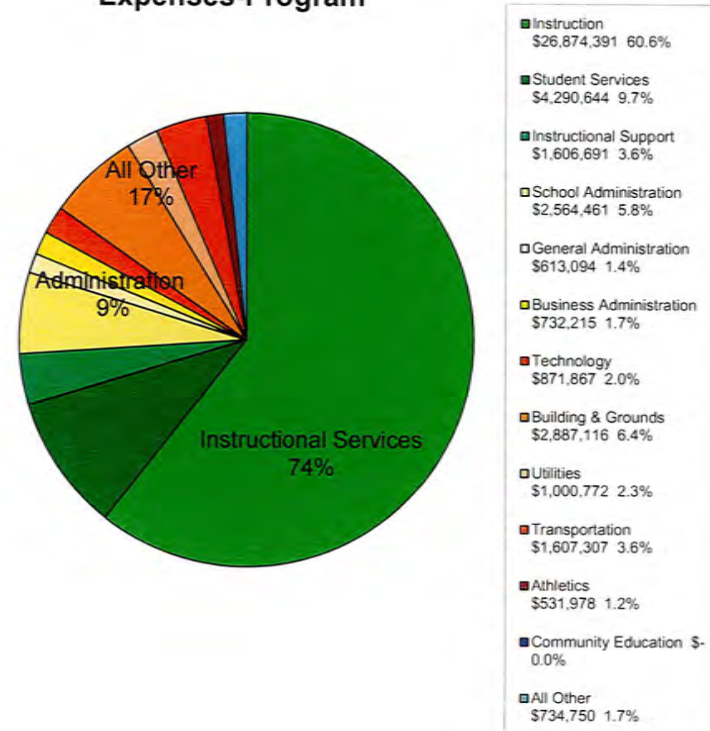
**Dexter Community Schools  
Financial Dashboard  
2019-20 Budget (November Revision)**

2017-18 Actual						
Student Count	Total Revenues	Total Expenditures	Excess Rev/Exp	Ending Fund Balance	%	Foundation Allowance
3,625	\$40,716,084	\$40,253,155	\$462,929	\$6,988,496	17.4%	\$7,905
Peer Group Ranking from most recent Bulletin 1014 (2017-18 data)					7th out of 30	14 <sup>th</sup> out of 30
2018-19 Actual						
3,646	\$41,998,050	\$41,077,160	\$920,890	\$7,909,386	19.3%	\$8,117
2019-20 Budget (November Revision)						
3,627	\$44,083,798	\$44,315,286	(\$231,488)	\$7,677,898	17.3%	\$8,328

**Expenses-Type**



**Expenses-Program**



**Dexter Community Schools  
General Fund  
Long Range Trend**

	2017-18 actual	2018-19 actual	2019-20 budget (November)	2020-21 trend	2021-22 trend	2022-23 trend
Revenue	40,716,084	41,998,050	44,083,798	44,413,498	45,782,038	46,669,852
Expense	40,253,155	41,077,160	44,315,286	44,218,399	45,706,924	47,078,208
Revenue over (under) expense	462,929	920,890	(231,488)	195,099	75,114	(408,356)
Fund Balance planned adjustment	-	-	(110,000)	-	-	-
Operational Revenue over (under) expense	462,929	920,890	(121,488)	195,099	75,114	(408,356)
<b>FUND BALANCE</b>						
Non-spendable-Prepaid Expenditures	88,252	77,671	77,671	77,671	77,671	77,671
Committed-Facilities	874,000	874,000	764,000	764,000	764,000	764,000
Committed-Athletic Facilities	680,000	770,000	770,000	770,000	770,000	770,000
Committed-Health Benefit Claims	-	-	-	-	-	-
Committed-Instructional Equipment	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Committed-New Programs Implementation	-	-	-	-	-	-
Committed-New Programs Startup Costs	300,490	300,490	300,490	300,490	300,490	300,490
Committed-Performing Arts Equipment	120,000	130,000	130,000	130,000	130,000	130,000
Committed-Retirement/Severance	850,000	850,000	850,000	850,000	850,000	850,000
Committed-Supply Carryover	161,739	169,369	169,369	169,369	169,369	169,369
Committed-Employee Off Schedule Payment	-	1,176,000	1,176,000	1,176,000	1,176,000	1,176,000
Committed-Technology	831,714	837,075	837,075	837,075	837,075	837,075
Committed-Textbooks	-	-	-	-	-	-
Assigned for Subsequent year expenditures	264,622	-	-	-	-	-
Unassigned	1,817,679	1,724,781	1,603,293	1,798,392	1,873,506	1,465,150
<b>TOTAL FUND BALANCE</b>	<b>6,988,496</b>	<b>7,909,386</b>	<b>7,677,898</b>	<b>7,872,997</b>	<b>7,948,111</b>	<b>7,539,755</b>
%	17.4%	19.3%	17.3%	17.8%	17.4%	16.0%
Unassigned	1,817,679	1,724,781	1,603,293	1,798,392	1,873,506	1,465,150
%	4.5%	4.2%	3.6%	4.1%	4.1%	3.1%
<b>STATE FUNDING</b>						
State per pupil foundation	\$ 7,905	\$ 8,117	\$ 8,328	\$ 8,539	\$ 8,750	\$ 8,961
State per pupil foundation change (\$)	\$ 106	\$ 212	\$ 211	\$ 211	\$ 211	\$ 211
Effective per pupil change						
<b>STUDENT ENROLLMENT</b>						
New student additions(general ed & special ed FTE)	42.20	7.09	(8.83)	22.00	22.00	22.00
Student Enrollment (October)	3,628.78	3,635.87	3,627.04	3,649.04	3,671.04	3,693.04
<b>PROJECTION ASSUMPTIONS</b>						
Increase academic staff (FTE)	8.77	2.37	1.00	1.00	1.00	1.00
Increase support staff (FTE)	-	-	-	-	-	-
Salary/Wage DEA change (%)	1.00%	1.00%	0.00%	1.00%	1.00%	1.00%
State Blended Count Method	10%/90%	10%/90%	10%/90%	10%/90%	10%/90%	10%/90%
MPERS Retirement Rate	39.36%	38.66%	40.09%	40.21%	40.33%	40.45%
FICA Employer Tax Rate	7.65%	7.65%	7.65%	7.65%	7.65%	7.65%
District Insurance Cost change	3.00%	3.50%	6.50%	3.00%	3.00%	3.00%
WISD Special Education Reimbursement	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
Indirect Cost Rate to Self-supporting Programs	10.00%	10.00%	10.00%	10.00%	10.00%	10.00%
Inflation (discretionary)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

**Dexter Community Schools  
2019-20 Budget Details  
November Revision**

	Revenue	Expenses	Revenue over (under) Expenses
2019-20 Budget (at adoption)	\$ 43,133,562	\$ 42,711,232	\$ 422,330
2019-20 Budget (November Revision)	\$ 44,083,798	\$ 44,315,286	\$ (231,488)
Change Increase (decrease)	\$ 950,236	\$ 1,604,054	\$ (653,818)
<b>Revenue changes from June budget adoption</b>			
Student Count 3,627 (planned +26; actual -8.83) -34.83 from budget	\$ (286,000)		
State foundation (planned \$8,223 actual \$8,328) +\$105 from budget	\$ 384,000		
State categoricals eliminated in exchange for foundation increase (HS pupils, dual, assessment)	\$ (55,813)		
State MPSERS offset (net change from June)	\$ 266,000		
WISD Act 18 Additional Payment	\$ 528,000		
WISD Medicaid Fee for Service 2016-17 thru 2018-19	\$ 198,000		
Federal Grants reduced	\$ (51,143)		
Other	\$ (32,808)		
<b>Expense Changes from June budget adoption</b>			
252 DEA staff (Increased 2.5 FTE from 2018-19)		\$ 210,113	
14 FTE new hire avg salary \$49,586; w/ fringes \$84,045			
Average teacher salary \$66,629			
Board Action added Nurse (cost balance of 2019-20)		\$ 54,000	
DEA and DAA 0% on schedule settlement (1% was budgeted)		\$ (275,000)	
Off schedule lump sum payment October 31, 2019		\$ 1,175,000	
Teaching per pupil supplies carry over		\$ 169,369	
Playground repairs from Fund Balance (Committed-Facilities)		\$ 110,000	
MPSERS Increase in estimated rates from budget		\$ 275,000	
Other		\$ (114,428)	
Operational changes 19-20 budget adoption	\$ 950,236	\$ 1,604,054	

**FINAL BUDGETED INFORMATION FOR REFERENCE**

MPSERS Retirement Rate 40.09% budgeted all funds \$9,856,000.  
MPSERS offset payments \$3,735,000. Net MPSERS retirement cost \$6,121,000.

Employer contribution to medical; includes 7% increase from 1/1/2019 and 3% increase from 1/1/2020. Total health budget \$3,792,000.

Bus fuel (budgeted 50,000 gallons at \$2.25 per gallon)

<b>FINAL BUDGETED INTER FUND TRANSFERS</b>	Revenue	Expenses
Incoming Transfers from F&N (10%)	\$ 142,478	
Incoming Transfer from Community Ed (7.5%)	\$ 133,150	
General Fund Subsidy for Athletics		\$ 531,978
General Fund Subsidy for Community Ed		\$ -

<b>OTHER REFERENCE INFORMATION</b>	net revenue over (under) expense
\$25 change in State Foundation -- increase or (decrease)	\$ 90,000
10 change in student count -- increase or (decrease)	\$ 75,000
1% change in salary -- (increase) or decrease	\$ 352,000
Each new teacher cost -- (increase) or decrease	\$ 84,045

**Dexter Community Schools**  
**Fund Balance**  
**Year end 2018-19**

Revenue	\$	41,998,050.07
Expenses	\$	41,077,160.31
Net Income	\$	920,889.76

Fund Balance Classifications	Account	Methodology of Target	Base value for calculation	Target	18-19 Beginning	Board planned transfers 18-19	Planned Ending	Recommended transfers 18-19	Recommended Ending
<b>Required Designated Reserve Funds (policy 6604)</b>									
<b>Non-Spendable</b>									
Non-spendable-Prepaid Expenditures	11-2711-1000	Prepaid expenditure asset	\$ 77,671.27	\$ 77,671	\$ 88,251.90	\$ (88,252)	\$ 0.00	\$ (10,580.63)	\$ 77,671.27
<b>Committed (required)</b>									
Committed- Supply Carryover	11-2731-7100	Unspent supply carryover	\$ 169,369	\$ 169,369	\$ 161,738.50	\$ (161,739)	\$ 0.00	\$ 7,630.50	\$ 169,369.00
Committed- Employee Off Schedule Payment	11-2731-7200	Actual projected cost	\$ 1,176,000	\$ 1,176,000	\$ -	\$ -	\$ 0.00	\$ 1,176,000.00	\$ 1,176,000.00
<b>Board Designated Reserve Funds (policy 6605)</b>									
<b>Committed (management planned)</b>									
Committed-Facilities, Equipment & Maintenance	11-2731-1200	Assets undeprec repl value * 1%	\$ 199,046,300.00	\$1,990,463.00	\$ 874,000.00		\$ 874,000.00		\$ 874,000.00
Committed-Facilities Athletics	11-2731-1300	Artificial turf, pools	\$ 1,500,000.00	\$1,500,000.00	\$ 680,000.00		\$ 680,000.00	\$ 90,000.00	\$ 770,000.00
Committed-Performing Arts Equipment	11-2731-5100	Refurbishing performing arts equipment	\$ 200,000.00	\$ 200,000.00	\$ 120,000.00		\$ 120,000.00	\$ 10,000.00	\$ 130,000.00
Committed-Instructional Materials/Equipment	11-2731-3100	Replacement of Instructional Materials (\$300/student)	\$ 1,090,500.00	\$1,090,500.00	\$ 1,000,000.00		\$ 1,000,000.00		\$ 1,000,000.00
Committed-Technology	11-2731-8100	Cost of technology inventory * 50% (includes balance of restitution)	\$ 6,296,603.00	\$3,148,301.50	\$ 831,714.00		\$ 831,714.00	\$ 5,361.00	\$ 837,075.00
Committed-New Programs	11-2731-4100	Startup and implementation transition of new programs (3-5 yrs)	\$ 348,000.00	\$ 348,000.00	\$ -		\$ -		\$ -
Committed-New Buildings/New Spaces	11-2731-4200	Startup and implementation transition of new building (3-5 years)	\$ 300,000.00	\$ 300,000.00	\$ 300,490.00		\$ 300,490.00		\$ 300,490.00
Committed-Retirement/Severance	11-2731-6100	Retirement obligation * 2/3	\$ 1,520,527.00	\$1,013,684.67	\$ 850,000.00		\$ 850,000.00		\$ 850,000.00
<b>Assigned Fund Balance</b>	11-2741-0000	Subsequent year expenditures	\$ -	\$ -	\$ 264,622.00		\$ -	\$ (264,622.00)	\$ -
<b>Unassigned Fund Balance (policy 6612)</b>	11-2751-0000	3-5% of general fund expenses (value at 5%)	\$ 41,077,160.31	\$2,053,858.02	\$ 1,817,679.15		\$ 1,817,679.15	\$ (92,899.11)	\$ 1,724,780.04
<b>Total Fund Balance</b>					\$ 6,988,495.55	\$ (249,990.40)	\$ 6,738,505.15	\$ 920,889.76	\$ 7,909,385.31
Non-Spendable Fund Balance				0.2%	\$ 88,252			0.2%	\$ 77,671
Committed Fund Balance				11.5%	\$ 4,817,943			14.9%	\$ 6,106,934
Assigned Fund Balance				0.2%	\$ 264,622			0.0%	\$ -
Unassigned Fund Balance				5.0%	\$ 1,817,679			4.2%	\$ 1,724,780
<b>Total Fund Balance</b>				16.9%	\$ 6,988,496			19.3%	\$ 7,909,385

**General Appropriation of the General Fund  
Resolution for Adoption by the Board of Education, Dexter Community Schools**

RESOLVED, that this resolution shall be the general appropriation amendment of Dexter Community Schools for the 2019-20 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Dexter Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the General Fund of the school district for fiscal year 2019-20 which includes 18 mills of ad valorem taxes to be levied on non-homestead and nonqualified agricultural property to be used for operating purposes is as follows:

**Revenue:**

1xx Local	\$	5,936,576
2xx Other Political Subdivisions	\$	-
3xx State	\$	30,839,421
4xx Federal	\$	1,610,654
5xx-6xx Other Financing Sources	\$	5,697,147
<b>Total Revenue</b>	<b>\$</b>	<b>44,083,798</b>
Total Fund Balance, July 1 Available to Appropriate	\$	7,831,714
<b>Total Available to Appropriate</b>	<b>\$</b>	<b>51,915,512</b>

BE IT FURTHER RESOLVED, that of the total available to appropriate in the General Fund, it is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures:**

1xx – Instruction		
11x- Basic Programs	\$	21,735,535
12x- Added Needs	\$	5,138,856
2xx – Support Services		
21x- Pupil Support	\$	4,290,644
22x- Instructional Staff Support	\$	2,478,558
23x- General Administration	\$	613,094
24x- School Administration	\$	2,564,461
25x- Business Services	\$	732,215
26x- Operations and Maintenance	\$	3,887,888
27x- Transportation	\$	1,607,307
28x-29x Other Central Support	\$	445,454
3xx-Community Services	\$	272,404
4xx-6xx Other Financing Uses	\$	548,870
<b>Total Appropriated</b>	<b>\$</b>	<b>44,315,286</b>

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

BE IT FURTHER RESOLVED, that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the superintendent but no other transfers shall be made without prior approval of the board of education. When the superintendent makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the board of education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the board of education at such meeting.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_ RESOLUTION DECLARED ADOPTED.

The undersigned duly qualified and acting Secretary of the Board of Education of the Dexter Community Schools, Counties of Washtenaw and Livingston, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the board of education at a regular meeting held on December 2, 2019, and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

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

**General Appropriation of the Community Service Fund  
Resolution for Adoption by the Board of Education, Dexter Community Schools**

RESOLVED, that this resolution shall be the general appropriation amendment of the Community Service Fund for the 2019-20 fiscal year; a resolution to make appropriations; to provide for the expenditure of the for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Community Service Fund of Dexter Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Community Service Fund of the school district for fiscal year 2019-20 to be used for operating purposes is as follows:

<b>Revenue:</b>	
1xx Local	\$ 2,128,377
3xx State	\$ 23,470
4xx Federal	\$ 125,000
5xx-6xx Other Financing Sources	\$ 531,978
<b>Total Revenue</b>	<b>\$ 2,808,825</b>
<hr/>	
Total Fund Balance, July 1 Available to Appropriate	\$ 62,536
<b>Total Available to Appropriate</b>	<b>\$ 2,871,361</b>

BE IT FURTHER RESOLVED, that of the total available to appropriate in the Community Service Fund, it is hereby appropriated in the amounts and for the purposes set forth below:

<b>Expenditures:</b>	
1xx – Instruction	
11x- Basic Programs	\$ 97,701
2xx – Support Services	
22x- Instructional Staff Support	\$ 988
26x- Operations and Maintenance	\$ 76,550
27x- Transportation	\$ 80,000
28x-29x Other Central Support	\$ 704,678
3xx-Community Services	\$ 1,760,097
4xx-6xx Other Financing Uses	\$ 133,151
<b>Total Appropriated</b>	<b>\$ 2,853,165</b>

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

BE IT FURTHER RESOLVED, that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the superintendent but no other transfers shall be made without prior approval of the board of education. When the superintendent makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the board of education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the board of education at such meeting.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_ RESOLUTION DECLARED ADOPTED.

The undersigned duly qualified and acting Secretary of the Board of Education of the Dexter Community Schools, Counties of Washtenaw and Livingston, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the board of education at a regular meeting held on December 2, 2019, and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

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

**General Appropriation of the Food Services Fund  
Resolution for Adoption by the Board of Education, Dexter Community Schools**

RESOLVED, that this resolution shall be the general appropriation amendment of the Food Services Fund for the 2019-20 fiscal year; a resolution to make appropriations; to provide for the expenditure of the for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Food Services Fund of Dexter Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Food Services Fund of the school district for fiscal year 2019-20 to be used for operating purposes is as follows:

**Revenue:**

1xx Local	\$	1,054,802
3xx State	\$	63,025
4xx Federal	\$	314,946
5xx-6xx Other Financing Sources	\$	150,000
<b>Total Revenue</b>	<b>\$</b>	<b>1,582,773</b>
Total Fund Balance, July 1 Available to Appropriate	\$	395,956
<b>Total Available to Appropriate</b>	<b>\$</b>	<b>1,978,729</b>

BE IT FURTHER RESOLVED, that of the total available to appropriate in the Food Services Fund, it is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures:**

2xx – Support Services		
26x- Operations and Maintenance	\$	3,608
28x-29x Other Central Support	\$	1,421,169
4xx-6xx Other Financing Uses	\$	142,477
<b>Total Appropriated</b>	<b>\$</b>	<b>1,567,254</b>

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

BE IT FURTHER RESOLVED, that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the superintendent but no other transfers shall be made without prior approval of the board of education. When the superintendent makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the board of education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the board of education at such meeting.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_ RESOLUTION DECLARED ADOPTED.

The undersigned duly qualified and acting Secretary of the Board of Education of the Dexter Community Schools, Counties of Washtenaw and Livingston, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the board of education at a regular meeting held on December 2, 2019, and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

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

**General Appropriation of the Student/School Activity Fund  
Resolution for Adoption by the Board of Education, Dexter Community Schools**

RESOLVED, that this resolution shall be the general appropriation amendment of the Student/School Activity Fund for the 2019-20 fiscal year; a resolution to make appropriations; to provide for the expenditure of the for the expenditure of the appropriations; and to provide for the disposition of all revenue received by the Student/School Activity Fund of Dexter Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the Student/School Activity Fund of the school district for fiscal year 2019-20 to be used for operating purposes is as follows:

**Revenue:**

1xx Local	\$	1,362,636
5xx Prior Period Adjustment	\$	951,118
<b>Total Revenue</b>	\$	<b>2,313,754</b>

Total Fund Balance, July 1 Available to Appropriate	\$	-
<b>Total Available to Appropriate</b>	\$	<b>2,313,754</b>

BE IT FURTHER RESOLVED, that of the total available to appropriate in the Student/School Activity Fund, it is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures:**

2xx – Support Services		
29x- Support Service, Other	\$	1,362,636
<b>Total Appropriated</b>	\$	<b>1,362,636</b>

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

BE IT FURTHER RESOLVED, that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the superintendent but no other transfers shall be made without prior approval of the board of education. When the superintendent makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the board of education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the board of education at such meeting.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_ RESOLUTION DECLARED ADOPTED.

The undersigned duly qualified and acting Secretary of the Board of Education of the Dexter Community Schools, Counties of Washtenaw and Livingston, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the board of education at a regular meeting held on December 2, 2019, and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

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

Book	Policy Manual
Section	0000 Bylaws
Title	PARLIAMENTARY AUTHORITY
Code	po0161
Status	Active
Adopted	March 17, 2003

**0161 - PARLIAMENTARY AUTHORITY**

The parliamentary authority governing the Board of Education shall in all cases be consistent with statute, administrative code, or these bylaws, or the rules of order of this Board.

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# Dexter Community Schools

## Nice Job Notes

### OCTOBER 2019

Mrs. Melvin's 5th grade class	Erica Ehinger	Myles Lange	Macy Selecman
Amanda Albers	Jessica Elkin (2)	Dave Ledwidge	Cindy Shingledecker
Coach Phil and Staff	Jason Elmy	Fred Ligrow (2)	Vicki Sipple
Brian Baird (2)	Ryan Fisher (4)	Lucy Lopez	Ryan Spencer (2)
Nancy Baldus	Beacon Food & Nutrition	Chris Mackinder (2)	Paula Staebler
Jesse Ballard (2)	Beth Fowler	Melania Magda	Jennifer Steele (2)
Tara Basso	Todd Fry	Becky Mann	Freida Steiner
Narda Black	Mackenzie Gabriel-Lazette	Lori Marcoux (3)	Hannah Stewart
Sabrina Blumberg	Kelli Gatecliff	Deb Marsh (4)	Michelle Stone
Kristin Bowman (2)	Lisa Glover	Joe Martin	Lisa Suomala
Jill Breitag (3)	Sue Gowen	Maria Mast	Jennifer Suppes
Martina Briccio	Lynne Gronvall (2)	Roxanne Maze	Lauren Thompson (3)
Sarah Breitner	Natalie Hanlon	Eileen McCallum (3)	Chris Timmis
Jami Bronson (3)	Murphy Hansen	Katie McClellan	Liz Treppa
Beth Brooks	Katie Harkness	Lisa Melvin	Dawn Trobaugh
Matthew Brown (2)	Kaitlyn Hassan	Jen Miceli	Maria Vazquez-Brieva (2)
Candice Brown	Megan Hendricks	Jane Montero (2)	Anna Vess
Ryan Bruder	Lisa Himle	Ben Moorman	Hope Vestergaard (2)
Eleanor Budd (2)	Abby Holland (3)	Kit Moran	Molly Visel
Ashley Bunton	Shannon Javis	Kyan Muirhead	Mike Wagner (2)
Kirsten Butler	Jennifer Johnson (3)	Rick Munir (2)	Donna Wahr
Kaylee Cannell (2)	Lisa Jones (2)	Theresa Nelligan	Karen Walls
Amanda Carlock	Stacey Keeler (2)	Christie Newsome	Jane Webby
Cortni Chambers	Jon Keith (2)	Sharon Norris (2)	Anouk Weiss (2)
Janine Comella	Susan Kemble	Kelly Parachek (4)	Lori Welty
Karen Conroy	Ashley Kerns	Rachel Parr	Joanne West
Megan Corcaran	Beau Kimmey (5)	Brett Pederson	Jenny Whipple (2)
Jill Covington	Emily Kissick (2)	Carrie Ragnes	Angie Williams
Trina Cox (3)	DeAnna Kjos	Sarah Redman (2)	Amy Zubryckyj
Jeff Dagg	Maureen Kline (2)	Karen Rozema	
Julie Darling	Ken Koenig (2)	Martin Ruhlig	
Jaime Dudash (2)	Kirsten Korff	Kathryn Schmid	
Lisa Dunn	Cassandra Korinek	Lori Schmidt	
D'Ann Dunn	Beth Kovarik	Maggie Schuerer	
Denise Dutcher	Heidi Lakey	Laura Schultz	
Krista Early	Rebecca Lange (3)	Angie Scott	
Karen Eby		Katie See	

OCTOBER TOTAL = 198  
RUNNING TOTAL=37586

**Athletics Ad Hoc Committee DRAFT Meeting Minutes**  
November 20, 2019  
Copeland

**Meeting started:** 5:03pm

**Present at Meeting**

**Board:** Mara Greatorex (chair), Ron Darr, Julie Schumaker

**Staff:** Chris Timmis, Mike Bavineau, Kit Moran, Barb Santo, David Teddy, Sharon Raschke

**Parents:** Maria Harshe, Trish Machemer, Josh Fink, Rick Brandt

**1. Approval of Agenda**

- a. Julie Schumaker made a motion that the committee approve the agenda. Ron Darr seconded the motion. Motion Carried (unanimous).

**2. Approval of Minutes**

- a. Ron Darr made a motion that the committee approve the committee minutes from November 20, 2019. Julie Schumaker seconded the motion. Motion Carried (unanimous).

**3. Public Participation – none**

**4. Presentation & Discussion: Athletic Restructuring Proposal**

- a. Athletic Director Mike Bavineau and Superintendent Chris Timmis shared updated documents regarding the proposed restructuring of the athletics department. Some committee members made additional clarification suggestions for the materials. The proposal will be shared with the District at a Community forum in early December.

**5. Public Participation – none**

At approximately 6:29pm, Julie Schumaker made a motion to adjourn the committee meeting. Mara Greatorex seconded the motion. **Motion Carried (unanimous).**

/hlv

**Dexter Community Schools  
Finance Committee  
DRAFT Meeting Minutes  
November 25, 2019**

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Board Members

Present – Daryl Kipke, Dick Lundy, Michael Wendorf

Staff Committee Members

Present –John Heuser, Sharon Raschke, Chris Timmis

Others Present – Barbara Read

Other Community Present – None

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Meeting convened at 5:00 pm.

Approval of Minutes

A motion was made by Dick Lundy and supported by Michael Wendorf to approve the finance committee meeting minutes of October 14, 2019. Approved.

Approval of Agenda

A motion was made by Dick Lundy and supported by Michael Wendorf to approve the agenda for today's meeting. Approved.

Audience Participation

None.

Discussion Items

1. 2019-20 Budget Amendment

The Committee reviewed and discussed the November budget revision. A motion was made by Dick Lundy and supported by John Heuser to recommend the 2019-20 budget amendment as presented. The budget revision will be presented to the Board on December 2.

2. Additional financial reporting request

After considering the suggestion to publish check registers on the website and receiving the opinion of the District's Auditor, the consensus of the Finance Committee is to continue reporting financial information as is.

3. Athletics Ad Hoc Committee Information

Chris Timmis updated the Finance Committee on the status of the recommendation of the Athletics Ad Hoc Committee and its impact on future year budgets. The Athletics Ad Hoc Committee will present its recommendation to the Board on December 2 and hold a second Community Forum on December 9.

.Meeting adjourned at 6:05 pm.