



Muskegon Heights Public Schools

2603 Leahy Street • Muskegon Heights, MI 49444 • Phone 231-830-3221 Fax 231-830-3560

AGENDA

REGULAR BOARD MEETING

BOARD OF EDUCATION
2603 LEAHY STREET
MUSKEGON HEIGHTS, MICHIGAN

MUSKEGON HEIGHTS BOARD OF EDUCATION

MONDAY, FEBRUARY 6, 2017
6:00 PM

1. Call to Order
2. Roll Call
3. Secretary's Report and Approval of Minutes
4. Action Items
5. Report from the Assistant Superintendent
6. From the Board
7. Concerns of Parents/Citizens and Recognition of Guests
8. Adjournment

BOARD OF EDUCATION
of the
SCHOOL DISTRICT
of the
CITY OF MUSKEGON HEIGHTS, MICHIGAN
REGULAR BOARD MEETING
FEBRUARY 6, 2017
6:00 PM

OFFICIAL PROCEEDINGS

1. **The Regular Board Meeting, Muskegon Heights Board of Education, 2603 Leahy Street, Muskegon Heights, Michigan, was called to order by Acting President Glover at 6:07 p.m.**
2. **Vice President Glover, instructed Acting Secretary Cook, to call the roll and note Board Members and Administrative Staff present.**

BOARD MEMBERS: Mrs. Trinell Scott, President; Mr. Mark Glover, Vice-President; Mr. Franklin Brewer, Secretary; Mrs. Estelita Rankin, Treasurer; Mrs. Peggy Selmon, Trustee; Mrs. Marianne Darnell, Trustee; Mrs. Marjorie Cook, Trustee

BOARD MEMBERS ABSENT: Mrs. Trinell Scott and Mr. Franklin Brewer

ADMINISTRATIVE STAFF: Mr. John Lewis, Assistant Superintendent, Gary Britton, Attorney, Ann Storberg & Jake Brower (RTAB)

ADMINISTRATIVE STAFF ABSENT:

Roll Call:

ABS Scott ABS Brewer P Darnell P Selmon P Rankin P Cook P Glover

3. **SECRETARY'S REPORT AND APPROVAL OF MINUTES**

BE IT RESOLVED, that the minutes for the Regular Board Meeting of January 9, 2017 be approved and placed on file.

M Estelita Rankin MOVED and m Marjorie Cook SECONDED the adoption of the resolution

Roll Call:

ABS Scott ABS Brewer Y Darnell Y Selmon Y Rankin Y Cook Y Glover

4. ACTION ITEMS

None

5. REPORT FROM THE ASSISTANT SUPERINTENDENT

Assistant Superintendent asked if anyone had questions regarding the monthly expenditures. The Assistant Superintendent answered all questions from board members regarding expenditure and budget reports.

6. FROM THE BOARD

The Board is concerned of the closing of the Muskegon Heights Academy (MHA) (7th – 12th). A Pep Rally was held at MHA today. There are also concerns from the board on the closing of MHPSA from the District & Community. A Board Member stated retired teachers are willing to tutor students for free. Another member has concerns with the leadership of the Academy.

7. CONCERNS OF PARENTS/CITIZENS AND RECOGNITION OF GUESTS

Ann Storberg – made comments regarding the role of the Elected Board. The role of the Elected Board now has authority whereas, before (with the Emergency Manager) they had no role. Now one of the roles of the Elected Board is having the responsible of ensuring the MHA is fulfilling the responsibility of the contract. The Elected Board has the ability to make chances as it relates to breaking contract with MHA with the blessings of the RTAB. The Elected Board is also responsible for ensuring the repayment of debt is paid.

The Elected Board asked if they could have a copy of the contract between MHPS and MHA, it was stated that contract is on the website. Gary Britton – informed the Elected Board that if they are not happy with the Charter they are in the position to remove the charter but there are restrictions on how this option is fulfilled. In order to remove the current academy the board must get another Education Service Provider (ESP). A Board member also stated the MHA Board was told not to meet with the Elected Board in the past.

Attorney Britton stated, there is language in the contract “which was the last signed order” states that if an emergency occur we will return to an Emergency Manager. The Governor’s decision is not bind by this contract/order and we are not sure if he will abide by it. As it relates to the question on what the Board can do, Britton stated they can be agents to parents. Getting the word out to parents on their responsibilities to their children and to the school as it relates to what they should be doing as parents for the continuation of their child’s education.

Within the last 5 years of the school there have been changes in the growth of the MHA students. The ACT and SAT tests within the last few years from the State has changed. The Board could be helpful if they can assist in getting parents involved in the education of their children.

Ann – regarding Carmella – Ann is interested in all 3 boards collaborating. 1st she would like to meet with the District’s Board (Elected) and the RTAB and then incorporate the MHA Board. Ann stated that Carmella was very open with getting the 3 boards together and acknowledged that she was to give budget and board minutes to the Elected Board.

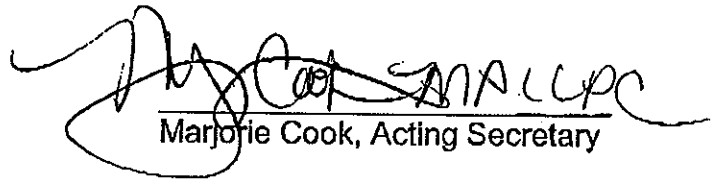
8. ADJOURNMENT

RESOLVED, that the Regular Board Meeting for Monday, February 6, 2017, adjourned at 7:02 p.m.

M Estelita Rankin MOVED and m Marjorie Cook SECONDED the adoption of the resolution.

5 YEAS 0 NAYS

• Respectfully submitted,


Marjorie Cook, Acting Secretary

Projected Monthly Cash Flow - One Year Projection

Date 2/3/2017

School District
Muskegon Heights Public Schools

	February 17	March 17	April 17	May 17	June 17	July 17	August 17	September 17	October 17	November 17	December 17	January 18
Beginning Balance	\$ 97,445	\$ 745,826	\$ 909,640	\$ 799,594	\$ 756,731	\$ 916,562	\$ 322,010	\$ 598,557	\$ 546,149	\$ 186,269	\$ 222,894	\$ 58,160
Estimated Receipts												
Taxes	\$ 180,000	\$ 180,000			\$ 180,000		\$ 280,000	\$ 40,000		\$ 60,000	\$ 60,000	\$ 16,400
Authorizer Fees	\$ 16,523	\$ 16,523	\$ 16,523	\$ 16,523	\$ 16,523	\$ 16,523	\$ 16,523		\$ 15,400	\$ 15,400	\$ 15,400	\$ 15,400
Note Proceeds												
Other Revenue	\$ 1,000	\$ 1,000	\$ 23,900	\$ 1,000	\$ 1,000	\$ 23,900	\$ 1,000	\$ 1,000	\$ 23,900	\$ 1,000	\$ 1,000	\$ 23,900
Total Available Funds	\$ 774,668	\$ 944,349	\$ 950,063	\$ 787,107	\$ 954,254	\$ 956,985	\$ 619,533	\$ 629,557	\$ 585,449	\$ 252,669	\$ 289,294	\$ 97,480
Less Estimated Expenditures:												
Payroll	\$ 19,972	\$ 28,839	\$ 23,405	\$ 23,405	\$ 30,922	\$ 23,405	\$ 23,405	\$ 26,839	\$ 23,405	\$ 23,405	\$ 30,822	\$ 23,405
Other Expenditures	\$ 7,570	\$ 7,870	\$ 7,570	\$ 6,970	\$ 6,770	\$ 7,570	\$ 7,570	\$ 58,570	\$ 16,270	\$ 6,370	\$ 16,120	\$ 7,370
Note Repayment / Set Asides												
Other Liens/Loans (Totals)	\$ -	\$ -	\$ 148,504	\$ -	\$ -	\$ 604,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated Ending Balance	\$ 746,526	\$ 909,640	\$ 769,594	\$ 756,731	\$ 916,562	\$ 322,010	\$ 588,557	\$ 546,149	\$ 186,269	\$ 222,894	\$ 58,160	\$ 66,594

Muskegon Heights Public Schools
Revenues, Expenditures, and Fund Balance
2016-2017
As of 2/3/17

	Budget 2016-17	Actuals to Date	Under/(Over) to Date
Beginning Fund Balance	\$ (2,007,918)	\$ (2,007,918)	
Revenue			
Property taxes	\$ 980,000	\$ 431,096	\$ 548,904
Oversight fees	\$ 166,740	\$ 48,382	\$ 118,358
Transfers and Other	\$ 111,490	\$ 55,430	\$ 56,060
Total Revenue	\$ 1,258,230	\$ 534,908	
Expenditures			
Data Technology	\$ 6,750	\$ 7,979	\$ (1,229)
Board of Education	\$ 49,820	\$ 43,110	\$ 6,711
Executive Administration	\$ 90,870	\$ 46,292	\$ 44,578
Business Services	\$ 273,320	\$ 125,004	\$ 148,316
Building Services	\$ 100,500	\$ 83,766	\$ 16,734
District Technology	\$ 3,460	\$ 2,557	\$ 903
Emergency Loan Payments	\$ 506,490	\$ 356,980	\$ 149,510
Transfers and Other	\$ 182,100	\$ 224,526	\$ (42,426)
Total Expenditures	\$ 1,213,310	\$ 890,213	
Revenues Less Expenditures	\$ 44,920	\$ (355,305)	
Projected Ending Fund Balance	\$ (1,962,998)	\$ (2,363,223)	

REVENUES

11-0111-0000-000-0000-000000-000000-	PROPERTY TAXES CURRENT	-424,263.43
11-0151-0000-000-0000-000000-000000-	EARNINGS ON INVEST & DEPOSIT:	-0.25
11-0191-0000-000-0000-000000-000000-	RENTALS	-1,700.00
11-0199-0000-000-0000-000000-000000-	MISCELLANEOUS	-53,730.04
11-0321-0000-000-0000-000000-000000-	PPT REIMBURSEMENT	-6,832.20
11-0519-0000-001-0000-000000-000000-	3% AUTHORIZER FEE - MHPSA	-48,382.05
		-534,907.97

EXPENDITURES

11-1-225-5910-000-0000-00000-000000-	OFFICE SUPPLIES	\$ 60.00
11-1-225-7410-840-0000-00000-000000-	LICENSING FEES & RENEWALS	\$ 7,630.35
11-1-226-4220-899-0000-00000-000000-	COPY MACHINE	\$ 288.40
11-1-231-3170-000-0000-00000-000000-	LEGAL SERVICES	\$ 24,169.50
11-1-231-3180-000-0000-00000-000000-	AUDIT SERVICES	\$ 16,315.00
11-1-231-7410-000-0000-00000-000000-	DUES & FEES	\$ 2,625.00
11-1-232-3150-000-0000-00000-000000-	CONTRACTED SERVICES	\$ 32,806.00
11-1-232-3210-000-0000-00000-000000-	COST OF TRAVEL (MILEAGE)	\$ 1,401.30
11-1-232-3430-000-0000-00000-000000-	MAILING	\$ 361.75
11-1-232-7910-000-0000-00000-000000-	MISCELLANEOUS	\$ 11,723.24
11-1-252-1620-033-0000-00000-000000-	ACCOUNTING SPECIALIST	\$ 47,151.04
11-1-252-2130-000-0000-00000-000000-	HOSPITALIZATION	\$ 16,882.97
11-1-252-2820-033-0000-00000-000000-	CONTRIB TO ST&LOC RETIRE FUNDS	\$ 11,932.77
11-1-252-2830-033-0000-00000-000000-	EMPLOYER SOCIAL SECURITY	\$ 3,607.04
11-1-252-2840-033-0000-00000-000000-	WORKMAN'S COMPENSATION	\$ 108.48
11-1-252-3150-030-0000-00000-000000-	CONTRACTED SERVICES	\$ 41,929.77
11-1-252-3220-030-0000-00000-000000-	TRAVEL & CONFERENCE	\$ 1,190.75
11-1-252-5910-030-0000-00000-000000-	OFFICE SUPPLIES	\$ 326.73
11-1-252-7410-000-0000-00000-000000-	INTEREST & FEES EXPENSE	\$ 1,874.27
11-1-261-3190-100-0000-00000-000000-	CONTRACTED SERVICES	\$ 15,211.95
11-1-261-3410-000-0000-00000-000000-	TELEPHONE CHARGES	\$ 3,191.46
11-1-261-3830-000-0000-00000-000000-	WATER & SEWAGE	\$ 795.56
11-1-261-3840-000-0000-00000-000000-	WASTE & TRASH DISPOSAL	\$ 330.00
11-1-261-3910-000-0000-00000-000000-	INSURANCE	\$ 48,592.02
11-1-261-4110-000-0000-00000-000000-	LAND AND BLDGS-REPAIRS & MAINT	\$ 5,523.79
11-1-261-5510-000-0000-00000-000000-	HEATING FUEL	\$ 4,882.26
11-1-261-5520-000-0000-00000-000000-	ELECTRICITY	\$ 5,239.03
11-1-284-3410-000-0000-00000-000000-	CELL PHONE CHARGES	\$ 2,556.99
11-1-411-8910-000-0000-00000-000000-	TRANSFERS TO MHPSA	\$ 42,433.56
11-1-511-7110-994-0000-00000-000000-	PRINCIPAL PMT - EMERGENCY LOAN	\$ 205,000.00
11-1-511-7230-994-0000-00000-000000-	INTEREST PMT - EMERGENCY LOANS	\$ 151,980.00
11-1-634-8110-000-0000-00000-000000-	QZAB TRANSFER - DEBT RETIREMEN	\$ 182,092.42

02/20/2017 16:29 MUSKOGON HEIGHTS PUBLIC SCHOOLS
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FOR CASH ACCOUNT: 11-2-101 -1000-000-00000-000000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
82113	01/06/2017	PRINTED	000281 ACCOUNTEMPS	4,658.50			
5800			INVOICE NO			AMOUNT	
5801			47226881			1,309.20	
5802			47226882			1,975.70	
5803			47278642			1,309.20	
			47278643			1,064.40	
82114	01/06/2017	PRINTED	000176 CERJUANA ROBINSON-REASONO	21.67			
5806			JAN 2016			21.67	
82115	01/06/2017	PRINTED	002504 CONSUMERS ENERGY	799.52			
5804			20687778907			799.52	
82116	01/06/2017	PRINTED	002145 MUSKOGON AREA INTER SCH D	3,750.00			
5805			9068			3,750.00	
82117	01/06/2017	PRINTED	000331 SZWCZYK, RANDAL	520.00			
5807			50			400.00	
5808			51			120.00	
82118	01/10/2017	PRINTED	000281 ACCOUNTEMPS	2,905.80			
5814			47328776			1,309.20	
5815			47328777			1,596.60	
82119	01/10/2017	PRINTED	000323 AMES DISPOSAL, INC.	66.00			
5811			DEC 2016			66.00	
82120	01/10/2017	PRINTED	002695 DTE ENERGY	2,096.85			
5812			NOV-DEC 2016			2,096.85	
82121	01/10/2017	PRINTED	004902 LEWIS, JOHN	403.15			
5816			01102017			101.65	
5816			01102017			301.50	
82122	01/10/2017	PRINTED	000282 MANER, THERESA	168.40			
5810			01102017			168.40	
82123	01/10/2017	PRINTED	001868 R AND R LANDSCAPE SUPPLIE	1,096.56			
5809			32209			1,096.56	
82124	01/10/2017	PRINTED	000331 SZWCZYK, RANDAL	400.00			
5813			52			400.00	
82125	01/20/2017	PRINTED	000281 ACCOUNTEMPS	2,994.50			
5817			47379904			1,309.20	
5818			47379905			1,685.30	
82126	01/20/2017	PRINTED	000321 APPLIED IMAGING	41.20			
5819			888563			41.20	
82127	01/20/2017	PRINTED	032521 BRITTON & BOSSENBROEK, P.	780.00			

FOR CASH ACCOUNT: 11-2-101 -1000-000-00000-000000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
82128	01/20/2017	PRINTED	000264 MUSKEGON HEIGHTS PUBLIC S	6,511.63			
		DOC	INVOICE NO			AMOUNT	
5821	DEC 2016		11-1-232-7910-000-00000-000000-			780.00	
82129	01/20/2017	PRINTED	000341 SIRUS TECHNOLOGY SOLUTION	3,156.48			
		5822	00068332 11-1-261-3410-000-00000-000000-			3,156.48	
82130	01/20/2017	PRINTED	000331 SZYMCZYK, RANDAL	430.00			
		5823	53 11-1-261-3190-100-00000-000000-			430.00	
82131	01/20/2017	PRINTED	004439 VERIZON WIRELESS	377.86			
		5824	9778165375 11-1-284-3410-000-00000-000000-			377.86	
82132	01/27/2017	PRINTED	000281 ACCOUNTEMPS	3,083.20			
		5825	47426672 11-1-232-3150-000-00000-000000-			1,309.20	
		5826	47426673 11-1-252-3150-030-00000-000000-			1,774.00	
82133	01/27/2017	PRINTED	000282 MANER, THERESA	142.43			
		5830	JAN 2017 11-1-232-3430-000-00000-000000-			58.40	
		5830	JAN 2017 11-1-252-5910-030-00000-000000-			84.03	
82134	01/27/2017	PRINTED	045639 PARKER'S TROPHIES & AWARD	60.00			
		5827	30853 11-1-225-5910-000-00000-000000-			60.00	
82136	01/27/2017	PRINTED	000308 SBAM PLAN	1,807.92			
		5829	FEB 2017 11-1-252-2130-000-00000-000000-			1,807.92	
82137	01/27/2017	PRINTED	000331 SZYMCZYK, RANDAL	400.00			
		5831	54 11-1-261-3190-100-00000-000000-			400.00	
82138	02/02/2017	PRINTED	000281 ACCOUNTEMPS	2,728.40			
		5832	47469612 11-1-232-3150-000-00000-000000-			1,309.20	
		5833	47469613 11-1-252-3150-030-00000-000000-			1,419.20	
82139	02/02/2017	PRINTED	002695 DTE ENERGY	1,366.17			
		5834	02212017 11-1-261-5510-000-00000-000000-			1,366.17	
82140	02/02/2017	PRINTED	000282 MANER, THERESA	318.07			
		5835	222017 11-1-232-7910-000-00000-000000-			318.07	
82141	02/02/2017	PRINTED	001868 R AND R LANDSCAPE SUPPLIE	725.00			
		5836	33347 11-1-261-3190-100-00000-000000-			725.00	
82142	02/02/2017	PRINTED	000331 SZYMCZYK, RANDAL	400.00			
		5837	55 11-1-261-3190-100-00000-000000-			400.00	

29 CHECKS CASH ACCOUNT TOTAL 42,209.31

.00

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MUSKEGON HEIGHTS PUBLIC SCHOOLS
AP CHECK RECONCILIATION REGISTER

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	UNCLEARED	CLEARED
29 CHECKS		
FINAL TOTAL	42,209.31	.00

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