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GRAND LEDGE PUBLIC SCHOOLS  
***Board of Education***

Regular Meeting – October 23, 2017

**MINUTES**

President Mulvenna called the meeting to order at 6:00 p.m. She led those present in the Pledge of Allegiance.

**ROLL CALL**

Roll Call by Superintendent Brian Metcalf indicated the presence of ***Board Members***: Kim Mulvenna, Linda Wacyk, Jon Shiflett, Beverly Winstanley and Patrick McKennon ***Central Office Administrators***: Brian Metcalf, Steve Gabriel, Mike Johnson, Nancy Rasinske and Mark Deschaine. ***Others in Attendance*** Bruce Dunn, Glenda Rader, Lauren Drew, Megan Stoll, Melissa Mazzola and Kim Manning

**APPROVAL OF AGENDA ITEMS**

**Motion by Ms. Wacyk, seconded by Mrs. Winstanley for the Grand Ledge Public Schools Board of Education to approve the October 23, 2017 Agenda Items, as presented. The motion carried unanimously.**

**APPROVAL OF CONSENT AGENDA ITEMS**

**Motion by Mrs. Winstanley, seconded by Mrs. DuFort for the Grand Ledge Public Schools Board of Education to approve the October 23, 2017 Consent Agenda Item, as presented.**

Included on the Consent Agenda were the September 25, 2017 Regular Meeting and the October 9, 2017 Work Session Meeting Minutes and the administrative resignation of David Averill.

**The motion carried unanimously.**

**REPORTS**

**A. 2016-2017 Audit Report** - Bruce Dunn of Maner, Costerisan noted it was a busy year in that the business office was undergoing the implementation of a new software system while still maintaining the day-to-day operations of the district. With regard to the audit, there were no surprises and the district has a good audit. He provided the board with a detailed overview of the 2016-2017 financial statements reviewing student enrollment over the past 10 years while showing the per pupil foundation allowing noting an increase of only \$200 in the per pupil allowance over that same 10 years. He noted the past 10 years have been tough on the public K-12 institution. He advise the Grand Ledge Public Schools district has made a lot of tough choices over the years in order to maintain a fund balance while maintaining a top notch education for its students. He advised the district showed an approximate 10% fund balance at the close of the fiscal year. In order for the district to eliminate the need to borrow money to make payroll while waiting for the first

State aid payment, the district would need to maintain a fund balance of least 15%. He noted the Community Stadium project has created quite a buzz around the area with regard to the support of the community in this project. He noted that no monies from the general fund were spent on the project. He reviewed the district's millage rates advising they are incredibly low as the district continues to look for avenues to save its taxpayers money. He noted the district's Sinking Fund monies have quite a few restrictions but Grand Ledge is always in compliance with these restrictions established by the state. He reviewed the state continues to underfund the MiPSERS retirement system (Michigan Public School Employees Retirement Systems), which then creates an added cost to public school districts. He questioned when the system would be obsolete with the state's continued underfunding. He further noted that for every dollar the district has to pay into this retirement system, it's a dollar that is unable to go into the classroom. He reviewed the tax abatements. He noted there were no surprises with the small funds (i.e., food service, sinking fund, community rec., etc.). He encouraged the district to consider implementing a cyber security vulnerability assessment. In closing he noted this would be the last meeting he would be presenting the audit findings, but he lives in the district and will continue to monitor the process. He expressed his thanks and appreciation to the business office staff, and all those who have a part in providing information to support the audit of the district's finances. On behalf of Maner Costerisan, he expressed the firm's appreciation for the opportunity to provide auditing services.

President Mulvenna thanked Mr. Dunn for his service to the district and noted that when the Audit Committee meets to review the audit, it is done both with and without administration present.

Mr. Dunn confirmed discussions regarding the audit are done with and without the administration present. He noted the audit is basically data extraction to ensure appropriate use of funds and to ensure processes are in place to monitor the use of funds. He noted Grand Ledge is one of the few districts that hold a pre- and post-audit committee meeting.

Secretary Shiflett remarked that Maner Costerisan has an outstanding reputation. He noted that in previous years the number of staff on the administrative staff has been pointed out as a concern.

Mr. Dunn advised the administration has been lean for a few years. The implementation of a software conversation had Grand Ledge considered a high-risk audit, on this fact alone. However, the staff did not set their hours by the clock but by the process. There were some very long days worked. He expressed the tone of the audit is set at the top. The Board and Administration set the tone of the audit and it involves two-way communication.

Vice President Wacyk remarked she understands Mr. Dunn is retiring and expressed that she appreciates having someone that lives within the district present the audit. She thanked him for the care he has shown for the Grand Ledge Community, not just because it is his business, but also because it is his home.

In closing the Audit Report Mr. Dunn wished the district a great fall season, noting post-season activities are gearing up and the musical is coming soon, and wished the seniors a great final year at Grand Ledge Public Schools.

- B. Capitol Connections Report** – Mr. Shiflett noted there is discussion regarding retiree health care noting municipalities did not budget enough for how long retirees are living. He also advised the committee heard heart-breaking testimony about signage on school buses noting this bill has been tried a couple times before in an effort to make buses more visible.
- C. Eaton RESA Report** – President Mulvenna advised Eaton RESA Board Representative Jay Bennett advised the Packard Playground should be ready by October 31, the Audit was presented to the Board by Maner Costerisan with no material findings reported and the Eaton RESA Board has adopted the MASB Governance Standards.
- D. Grand Ledge Education Foundation Report** – Mrs. DuFort advised they awarded 12 teacher grants noting there were 25 submitted. She noted grant awards were between \$7,000-\$8,000 with something from Kindergarten to High School. In closing she invited everyone to attend the GLEF Night of Stars this Wednesday at 6:00 pm at Grand Ledge High School where the grants will be officially awarded and presentations from past grant recipients will be presented.
- E. Grand Ledge Parks & Recreation Report** – Mr. McKennon provided an update on the Splash Pad noting construction should be complete in the summer of 2018. Renderings of the Splash Pad are available on the City's website as well as at City Hall. He further noted with the funds raised they should be able to add some pieces they were not planning on. He touched on the photo contest for the Parks and Rec department along with the writing of a \$300,000 grant. He noted the committee will begin review of the Master Plan and is looking into a new trail at Oak Park.
- F. Superintendent's Report** - Superintendent Metcalf noted the Comet Girls Cross Country team won the CAAC Blue Title and will head to Huron Meadows on Friday for the MHSAA Regional. In addition, Comet Varsity Football cinched their third straight CAAC Blue Title and will take on Rockford this Friday at the Grand Ledge Community Stadium. In closing he reminded everyone the Grand Ledge High School is presenting Peter Pan November 9 – 12, 2017. Tickets are available by calling 517-925-5895 or online at [www.glmusicals.net](http://www.glmusicals.net).

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

GLEA representative Melissa Mazzola provided the board with a handout and reviewed the information that showed the outcome of two staff surveys regarding the calendar that she spoke of at the last board meeting. She advised they will be conducting another survey after this year's Thanksgiving break.

Upon further discussion among the members, it was noted the survey results presented were from a survey conducted prior to this year's calendar being negotiated, only GLEA members in good standing received the survey, but only approximately 1/3 of the teaching staff participated. It was further noted that this year's calendar does not represent a balanced calendar and a definition of a balanced calendar is hard to provide, as there are so many variations of what a balanced calendar can look like.

President Mulvenna expressed she believes a bigger survey, one that includes students, parents and all members of the staff need to be conducted.

### **OLD BUSINESS**

#### **A. Acceptance of the 2016-2017 Audit**

**Motion by Mr. Shiflett, seconded by Mr. McKennon for the Grand Ledge Public Schools Board of Education to accept the 2016-2017 Audit, as presented. The motion carried unanimously.**

### **PUBLIC COMMENT FROM THE AUDIENCE ON AGENDA ITEMS**

There was no public comment.

### **COMMENTS FROM THE BOARD AND STAFF**

Mr. McKennon noted he had a day off work on Friday and he was able to visit some of the Hayes Middle School classes. He reminded everyone that he teaches middle school, but not in Grand Ledge. He commented that the middle school day ran much smoother here in Grand Ledge and that things at Hayes look really good. In closing he thanks Mr. Prices and Mrs. Wheeler for allowing him into their classes and noted he thoroughly enjoyed himself.

Mr. Shiflett invited everyone to drop in on the Trunk or Treat at Jaycee Park on Halloween noting he will be there with a trunk full of candy. He also advised he was recently notified he pass the Bar exam and will be sworn in in the next couple of months.

Everyone on the board and administration congratulated Mr. Shiflett on this milestone accomplishment.

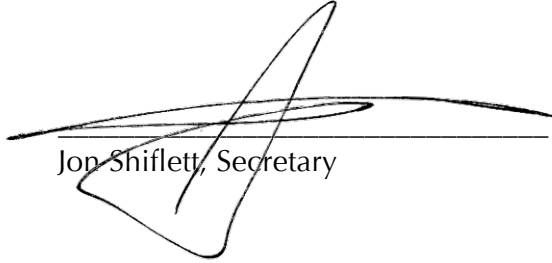
Mr. Gabriel expressed his thanks to Nancy and the business office staff for all the extra work, and stress, during the software conversion.

Superintendent Metcalf echoed Mr. Gabriel noting that Nancy, Glenda, Sheila, Cassie and Kellsey do a great job working as a team to ensure the fiscal vitality of the district. He noted Nancy, and members of her team are in the process of going out to each of the buildings to review budgets and go over things, noting this is a tribute to Nancy in maintaining her knowledge of what is going on in throughout the district and he thanked her for her commitment.

ADJOURNMENT

The meeting adjourned at 6:55 p.m.

Respectfully Submitted:



Jon Shiflett, Secretary

Attest:



Kim Mulvenna, President