



MCESA Mission

“Provide leadership, deliver services and leverage resources to improve the education of students in collaboration with constituent districts, schools and the community at large.”

**MCESA Board of Education
6/15/2021 Regular Meeting Agenda**

5:00-5:30 P.M. – REFRESHMENTS – BOARD/ADMINISTRATORS/GUESTS

INVITATION: Members of the Board of Education and visitors are invited to enjoy refreshments and conversation at 5:00 p.m., prior to this 5:30 p.m. meeting of the Board of Education. This provides an opportunity to raise questions and inquire about activities within the Midland County ESA on an informal basis.

I. Call to Order. Roll Call. Pledge.

President, J. Gunderson	_____	Superintendent, J. Searles	_____
Vice President, J. Wagner	_____	Director of Special Education, M. Bahr	_____
Secretary, K. Baczewski	_____	Director of Early Childhood & Family Services, K. Clark	_____
Treasurer, J. Summers	_____	Director of Finance, M. Orihel	_____
Trustee, K. Heye	_____	Board Recording Secretary, K. Kozuch	_____
Trustee, D. Sommer	_____	Additional Staff/Guests: _____	_____
Trustee, M. Tuttle	_____		_____

II. Public Comment

At this time, the Board will provide an opportunity for citizens to speak on educational matters. Citizens desiring to speak at this time should ask to be recognized and identify themselves and their topic. Public communication is limited to five minutes per speaker.

III. Public Hearing on Proposed 2021-2022 MCESA Budget

In accordance with Public Act m43 of 1963, local units of government are required to conduct a public hearing prior to the adoption of their annual budget. The legal notice was published on June 7, 2021 (at least six calendar days prior to the date of this hearing), as required by law. The President of the Board of Education shall declare the opening of the public hearing to solicit comments from the public regarding the 2021-2022 budget, as proposed. Following public comments, the President of the Board of Education shall close the public hearing.

Public Hearing opened at _____ PM; Comments offered? (Y/N); Public Hearing closed at _____ PM.

IV. Business of the Board

A. Consent Agenda – To expedite the business of the Board, but not diminish the importance of each item, a Consent Agenda has been approved.

- 1. **Minutes:** **ATTACHMENT 1 (p. 14)**
 - a) May 18, 2021 Regular Meeting
- 2. **Check Register** – May 2021 **ATTACHMENT 2 (p. 18)**
- 3. **Gifts:** None.

4. Grant Awards:

ATTACHMENT 3 (p. 25)

- a) Accept the grant award in the amount of \$2,000 from Blessed Sacrament for 2020 for the Early On Program (L. Owen).
- b) Accept the grant award in the amount of \$45,235 from the Healthy Community Fund at the Midland Area Community Foundation to be used toward the Pediatric Center Adaptive Playground Project (C. Dickey).

5. Personnel:

- (1) Approve the hiring of Katie Danks, Early Childhood Specialist, effective July 1, 2021.

RECOMMENDED ACTION: That the Midland County ESA Board approve the Consent Agenda items, as presented.

Motion: _____ Second: _____

Roll Call Vote:

President Gunderson:	_____	Trustee Heye:	_____
Vice President Wagner:	_____	Trustee Sommer:	_____
Secretary Baczewski:	_____	Trustee Tuttle:	_____
Treasurer Summers:	_____		

B. Reports

1. Treasury Report:

ATTACHMENT 4 (p. 26)

- a) Treasurer Summers, Committee Chair, or Designee
- b) Mark Orihel, Director of Finance

2. Consider Acceptance of Treasury Report

At this time, it is recommended that the Board consider the acceptance of the treasury report, as presented by Treasurer Summers/Designee and/or Director of Finance, Mark Orihel, and as supported by the financial documents provided.

RECOMMENDED ACTION: That the Midland County ESA Board accept the Treasury Report, as presented.

Motion: _____ Second: _____

Roll Call Vote:

President Gunderson:	_____	Trustee Heye:	_____
Vice President Wagner:	_____	Trustee Sommer:	_____
Secretary Baczewski:	_____	Trustee Tuttle:	_____
Treasurer Summers:	_____		

3. Stewardship Report:

- a) President Gunderson, Committee Chair

4. Superintendent’s Report:

- a) Staff updates:
 - (1) Accepted the resignation of Lacey Fish, effective, June 4, 2021.
- b) Countywide Finance Committee Update
- c) Program Updates

C. Consider resolution to adopt the 2021-2022 budget

ATTACHMENT 5 (p. 31)

Consistent with provisions of the School Code, Section 380.624, it is recommended that the Midland County ESA Board of Education adopt a budget for 2021-2022. We have received notice that three of the local district boards of

education have passed a resolution of support for our proposed budget. The following resolution is being presented for consideration at this place on the agenda.

**RECOMMENDED ACTION: RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY
2021-2022**

RESOLVED, that this resolution shall be the general appropriations of **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for the fiscal year ending June 30, 2022. An Act to make appropriations; to provide for the disposition of the appropriations; and to provide for the disposition of all income received by **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY**.

BE IT FURTHER RESOLVED, that .1959 mills of the advalorem property taxes be levied on all properties for the purpose of General Operations.

BE IT FURTHER RESOLVED, that .9797 mills of the advalorem property taxes be levied on all properties for the purpose of Special Education operations.

BE IT FURTHER RESOLVED, that 1.5 mills of the advalorem property taxes be levied on all properties for the Regional Enhancement tax levy.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated Fund Balance estimated to be available for appropriations in the **GENERAL FUND** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2022 is as follows:

REVENUE

Local		\$ 1,408,648
State		6,356,397
Federal		903,000
Incoming Transfers & Other Transactions		<u>585,985</u>
TOTAL REVENUE		\$ 9,254,030

Estimated Fund Balance July 1, 2021	\$	1,134,178	
Less Appropriated Fund Balance		<u>-</u>	
Fund Balance Available to Appropriate			<u>\$ 1,134,178</u>
Total Available To Appropriate General Fund			<u>\$ 10,388,208</u>

2021-2022 GENERAL FUND

BE IT FURTHER RESOLVED, that \$9,323,816 of the total available to appropriate in the GENERAL FUND is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Instruction	
Basic Programs	\$ 89,185
Support Services	
Guidance	68,246
Improvement of Instruction	596,808
Educational Media Services	1,000
Supervision & Direction of Staff	577,986
Academic Student Assessment	27,200
Board of Education	79,800
Executive Administration	454,908
Business Services	392,797
Maintenance	679,172
Transportation	1,200
Planning/Research/Evaluation	6,283
Communication Services	64,338
Staff/Personnel Services	81,129
Technology	244,385
Pupil Accounting	56,000
Community Services Direction	131,154
Community Activities	13,200
Custody and Care of Children	351,750
Other Community Services	1,054,201
Transfers to Other Public Schools	2,601,622
Transfers to Other Gov't Entities	175,000
Transfers to Not for Profit Entities	1,566,452
Transfer to Capital Projects	<u>10,000</u>
Total Appropriated - General Fund	\$ <u>9,323,816</u>
Projected Fund Balance as of July 1, 2021	\$ 1,134,178
Difference of Revenue over Expenditures	<u>(69,786)</u>
General Fund Estimated Fund Balance as of June 30, 2022	\$ 1,064,392
General Fund Estimated Fund Balance as a % of Expenditures	11.4%

BE IT FURTHER RESOLVED, that the total revenues and unappropriated Fund Balance estimated to be available for appropriations in the **SPECIAL EDUCATION FUND** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2022 is as follows:

2021-22

REVENUE

Local	\$ 4,437,700
State	4,112,599
Federal	4,099,926
Incoming Transfers & Other Transactions	<u>3,617,346</u>
TOTAL REVENUE	\$16,267,571
 Projected Restricted Fund Balance as of July 1, 2021	 \$ <u>2,729,960</u>
Total Available To Appropriate - Special Education Fund	\$ <u>18,997,531</u>

BE IT FURTHER RESOLVED, that \$16,283,811 of the total available to appropriate in the **SPECIAL EDUCATION FUND** is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Instruction	
Added Needs	\$ 6,945,608
Support Services	
Guidance	214,156
Health Services	1,249,091
Psychological Services	257,539
Speech Pathology	1,637,374
Social Work Services	236,315
Teacher Consultant Services	243,844
Other Pupil Support	515,140
Improvement of Instruction	81,100
Supervision & Direction of Staff	1,449,922
Board of Education	9,700
Business Services	229,559
Maintenance	48,000
Transportation	120,632
Planning/Research/Evaluation	176,697
Staff/Personnel Services	225,125
Technology	10,000
Non-Public School Pupils	4,957
Other Community Services	21,500
Transfers to Locals/Other Funds	<u>2,607,552</u>
 Total Appropriated - Special Education Fund	 \$ 16,283,811

Projected Restricted Fund Balance as of July 1, 202	\$ 2,729,960
Difference of Revenue over Expenditures	<u>(16,240)</u>
Special Education Fund Estimated Fund Balance as of June 30, 2022	\$ 2,713,720
Special Education Fund Estimated Fund Balance as a % of Expenditures	16.7%

BE IT FURTHER RESOLVED, that the total revenues and unappropriated Fund Balance estimated to be available for appropriations in the **ENHANCEMENT TAX FUND** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2022 is as follows:

REVENUE

Local	\$ 5,018,000
State	658,000
Federal	-
Incoming Transfers & Other Transactions	<u>-</u>

TOTAL REVENUE **\$ 5,676,000**

Projected Fund Balance as of July 1, 2021 \$ -

Total Available To appropriate - Enhancement Tax Special Revenue Fund **\$ 5,676,000**

BE IT FURTHER RESOLVED, that 5,676,000 of the total available to appropriate in the **ENHANCEMENT TAX FUND** is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Transfers to Locals \$ 5,676,000

Total Appropriated - Enhancement Tax Fund **\$ 5,676,000**

Projected Fund Balance as of July 1, 2021 \$ -

Difference of Revenue over Expenditures -

Estimated Fund Balance as of June 30, 2022 \$ -

BE IT FURTHER RESOLVED, that the total revenues and Net Position estimated to be available for appropriations in the **PROPRIETARY FUND (M CO NET)** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2022 is as follows:

2021-22

REVENUE

M.CO.NET

Local	\$ 34,500
State	-
Federal	-
Incoming Transfers & Other Transactions	<u>-</u>

TOTAL REVENUE **\$ 34,500**

Estimated Net Position as of July 1, 2021 \$ 1,481,024

Total Available To Appropriate - Proprietary Fund

\$ 1,515,524

BE IT FURTHER RESOLVED, that \$233,000 of the total available to appropriate in the **PROPRIETARY FUND (M.CO.NET)** is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Technology	\$ 79,000
Depreciation	\$ 154,000

Total Appropriated - Proprietary Fund **\$ 233,000**

Estimated Net Position as of July 1, 2021	\$ 1,481,024
Difference of Revenue over Expenditures	<u>(198,500)</u>
Estimated Net Position as of June 30, 2022	<u>\$ 1,282,524</u>

Motion: _____ Second: _____

Roll Call Vote:

President Gunderson: _____	Trustee Heye: _____
Vice President Wagner: _____	Trustee Sommer: _____
Secretary Baczewski: _____	Trustee Tuttle: _____
Treasurer Summers: _____	

D. Consider approval of the 2020-2021 budget adjustments

It is necessary to approve an amendment to the 2020-2021 budget to comply with the universal budgetary requirements. Attached is a revised summary of projected revenues and expenditures. The Uniform Budget Act requires that expenditures of the unit of government be within the appropriation by the Board of Directors. Therefore, the following resolution is proposed for consideration at this place on the agenda.

RECOMMENDED ACTION: RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY 2020-2021

RESOLVED, that this resolution shall be the general appropriations of **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for the fiscal year ending June 30, 2021. An Act to make appropriations; to provide for the disposition of the appropriations; and to provide for the disposition of all income received by **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY**.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated Fund Balance estimated to be available for appropriations in the **GENERAL FUND** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2021 is as follows:

REVENUE

Local	\$	1,353,167
State		6,597,742
Federal		928,434
Incoming Transfers & Other Transactions		<u>599,808</u>
TOTAL REVENUE	\$	9,479,151

Fund Balance July 1, 2020	\$	1,424,616
Less Appropriated Fund Balance		<u>-</u>
Fund Balance Available to Appropriate	<u>\$</u>	<u>1,424,616</u>
Total Available To Appropriate General Fund	<u>\$</u>	<u>10,903,767</u>

2020-2021 GENERAL FUND

BE IT FURTHER RESOLVED, that \$9,769,589 of the total available to appropriate in the GENERAL FUND is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Instruction	\$	99,089
Basic Programs		
Support Services		
Guidance		92,146
Improvement of Instruction		644,025
Educational Media Services		1,000
Supervision & Direction of Staff		566,219
Academic Student Assessment		27,500
Board of Education		79,600
Executive Administration		438,076
Business Services		381,886
Maintenance		700,584
Transportation		500
Planning/Research/Evaluation		6,263
Communication Services		62,583
Staff/Personnel Services		101,096
Technology		270,078
Pupil Accounting		56,000
Community Services Direction		127,727
Community Activities		13,200
Custody and Care of Children		299,750

Other Community Services	1,070,446
Transfers to Other Public Schools	2,881,063
Transfers to Other Gov't Entities	175,000
Transfers to Not for Profit Entities	1,665,758
Transfer to Capital Projects	<u>10,000</u>

Total Appropriated - General Fund	\$ <u>9,769,589</u>
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Fund Balance as of July 1, 2020	\$ 1,424,616
Difference of Revenue over Expenditures	<u>(290,438)</u>
General Fund Estimated Fund Balance as of June 30, 2021	\$ 1,134,178
General Fund Estimated Fund Balance as a % of Expenditures	11.6%

BE IT FURTHER RESOLVED, that the total revenues and unappropriated Fund Balance estimated to be available for appropriations in the **SPECIAL EDUCATION FUND** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2021 is as follows:

2020-21

REVENUE

Local	\$ 4,537,100
State	4,062,156
Federal	3,697,001
Incoming Transfers & Other Transactions	<u>2,938,499</u>
TOTAL REVENUE	\$ 15,234,756

Restricted Fund Balance as of July 1, 2020	\$ <u>3,674,842</u>
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Total Available To Appropriate - Special Education Fund	\$ <u>18,909,598</u>
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BE IT FURTHER RESOLVED, that \$16,179,638 of the total available to appropriate in the **SPECIAL EDUCATION FUND** is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Instruction	
Added Needs	\$ 6,183,614
Support Services	
Guidance	207,809
Health Services	1,186,181
Psychological Services	248,836
Speech Pathology	1,510,852
Social Work Services	224,163
Teacher Consultant Services	226,426
Other Pupil Support	503,696
Improvement of Instruction	74,100
Supervision & Direction of Staff	1,291,205
Board of Education	9,700
Business Services	223,161
Maintenance	71,300
Transportation	47,950
Planning/Research/Evaluation	171,701
Staff/Personnel Services	219,307
Technology	10,000
Non-Public School Pupils	4,938
Other Community Services	21,000
Transfers to Locals/Other Funds	<u>3,743,699</u>

Total Appropriated - Special Education Fund	\$ 16,179,638
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Restricted Fund Balance as of July 1, 2020	\$ 3,674,842
Difference of Revenue over Expenditures	<u>(944,882)</u>
Special Education Fund Estimated Fund Balance as of June 30, 2021	\$ 2,729,960
Special Education Fund Estimated Fund Balance as a % of Expenditures	16.9%

BE IT FURTHER RESOLVED, that the total revenues and unappropriated Fund Balance estimated to be available for appropriations in the **ENHANCEMENT TAX FUND** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2021 is as follows:

2020-21

REVENUE

Local	\$ 5,018,082
State	657,518
Federal	-
Incoming Transfers & Other Transactions	-
TOTAL REVENUE	\$ 5,675,600

Fund Balance as of July 1, 2020	<u>\$ -</u>
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Total Available To Appropriate - Enhancement Tax Special Revenue Fund	\$ 5,675,600
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BE IT FURTHER RESOLVED, that \$5,675,600 of the total available to appropriate in the **ENHANCEMENT TAX FUND** is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Transfers to Locals	\$ 5,675,600
Total Appropriated - Enhancement Tax Fund	\$ 5,675,600

Fund Balance as of July 1, 2020	\$ -
Difference of Revenue over Expenditures	<u>\$ -</u>
Estimated Fund Balance as of June 30, 2021	\$ -

BE IT FURTHER RESOLVED, that the total revenues and Net Position estimated to be available for appropriations in the **PROPRIETARY FUND (M CO NET)** of the **MIDLAND COUNTY EDUCATIONAL SERVICE AGENCY** for fiscal year ending June 30, 2021 is as follows:

2020-21

REVENUE

MCONET

Local	\$ 38,300
State	-
Federal	-
Incoming Transfers & Other Transactions	<u>\$ -</u>

TOTAL REVENUE **\$ 38,300**

Net Position as of July 1, 2020 \$ 1,668,924

Total Available To Appropriate - Proprietary Fund **\$ 1,707,224**

BE IT FURTHER RESOLVED, that \$226,200 of the total available to appropriate in the **PROPRIETARY FUND (M CO NET)** is hereby appropriated in the amounts and for the purpose set forth below:

EXPENDITURES

Technology	\$ 72,200
Depreciation	\$ 154,000

Total Appropriated - Proprietary Fund **\$ 226,200**

Net Position as of July 1, 2020 \$ 1,668,924

Difference of Revenue over Expenditures (187,900)

Estimated Net Position as of June 30, 2021 **\$1,481,024**

Motion: _____ Second: _____

Roll Call Vote:

President Gunderson: _____	Trustee Heye: _____
Vice President Wagner: _____	Trustee Sommer: _____
Secretary Baczewski: _____	Trustee Tuttle: _____
Treasurer Summers: _____	

IV. Other Topics the Board May Wish to Consider

This portion of the agenda is utilized by the Board to introduce topics for future study, to discuss school district and educational service agency related matters, to complete professional association business and related items of interest. Action may be taken during this time.

V. Closed Session

Superintendent Searles is requesting a closed session pursuant to Section 8a: Periodic Personnel Evaluations, as allowed for in the Open Meetings Act. (Majority Vote Needed)

Motion: _____ Second: _____

Roll Call Vote:

President Gunderson:	_____	Trustee Heye:	_____
Vice President Wagner:	_____	Trustee Sommer:	_____
Secretary Baczewski:	_____	Trustee Tuttle:	_____
Treasurer Summers:	_____		

VI. Annual Superintendent Evaluation Report Discussion

President Gunderson will provide a summary of Superintendent Searles' evaluation, based on the approved evaluation tool.

RECOMMENDED ACTION: That the Midland County ESA Board accepts the Superintendent evaluation results, and has rated Superintendent Searles as [highly effective / effective / minimally effective].

Motion: _____ Second: _____

Roll Call Vote:

President Gunderson:	_____	Trustee Heye:	_____
Vice President Wagner:	_____	Trustee Sommer:	_____
Secretary Baczewski:	_____	Trustee Tuttle:	_____
Treasurer Summers:	_____		

VII. Adjournment