

**BATTLE CREEK BOARD OF EDUCATION
SPECIAL MEETING
November 19, 2012
5:30 p.m.
Board Room – School Administration Building**

PRESENT - BOARD OF EDUCATION

Karen Evans
William Burton
Susan Buckley
Todd Stagner
Art McClenney

Present – Administration

Dr. Linda Hicks – Superintendent
Ruth Carr – Director of Student Services
Dr. Jeffrey Greene – Resource Development Coordinator
Deborah Gregory – Executive Director of Financial Services
Dianne Hatley – Personnel Manager
Tim Scott – Director of Facilities & Operations
Calvin Wade – Director of Human Resources

MINUTES

The meeting was called to order by President Evans at 5:34 p.m. All board members were present except Steve Hoelscher and Scott Cubberly. Approximately 5 citizens and staff were in attendance.

APPROVAL OF AGENDA

The agenda was unanimously approved as presented.

Motion approved 5 – 0

PUBLIC COMMENTS

No comments were made.

AUDIT REPORT

Deborah Gregory, Executive Director of Financial Services, introduced Plante Moran auditors Tom Cole and Matthew Kelly. Mr. Cole and Kelly provided a detailed report on their findings for each fund. They reported a \$1.4 million decrease in revenue and identified 80% of expenditures going to salary and benefits. The district's fund balance

is 17.54% compared to the state average of 11.62%. When districts reach 15% it is likely that the district must borrow money. Ms. Gregory and her team were applauded for a great job budgeting.

REVIEW OF PROPOSED BUDGET AMENDMENTS FOR 2012-13

Deborah Gregory, Executive Director of Financial Services, presented proposed budget amendments for the 2012-2013 school year. The estimated fund balance is \$895.156. The estimated general fund is \$9.2 million.

FIRST READING OF BOARD POLICY

Superintendent Hicks presented board policy “3960 – Federal Timekeeping Requirements” for a first reading. Deborah Gregory, Executive Director of Financial Services, informed board members that federal grant funding now requires that timekeeping requirements be part of board policy. Employees that are federally funded must complete semi- annual certification and log sheets.

SECOND READING OF BOARD POLICY

Superintendent Hicks presented board policy “7175 - Parent/Family Involvement” for a second reading. Changes made to this policy were recommended following a title I audit. Board members questioned any budgetary implications for the district.

SECOND READING OF BOARD POLICY

Superintendent Hicks presented board policy “8045 - Homeless Education” for a second reading. Changes made to this policy reflect the addition of a dispute resolution process for homeless children.

DISCUSSION OF PROPOSED MILLAGE ELECTION

Superintendent Hicks informed board members that the millage for building/site did not pass at the November election. Those funds support the upkeep of district buildings and it would be in our best interest to conduct an individual election. Election options include February, May, and August 2013. The election will cost the district \$50,000 from the general fund. A February election gives the district little time to prepare and get community feedback. An August election would place community members in a position that the levy would be all at once instead of split. That would also put the district in a position that cash flow would become an issue. The May election would be in the best interest of the district. Board members acknowledged that the lengthy ballot

along with the placement of the millage at the end of the ballot may have played a role in the millage not passing. Board members requested that demographic information regarding areas that did not pass the millage be provided in order to get information to those areas regarding the importance of the vote.

SUPERINTENDENT COMMENTS

No comments were given.

BOARD MEMBER COMMENTS

No comments were given.

ADJOURNMENT

The meeting adjourned at 6:20 p.m.