

WHITEHALL DISTRICT SCHOOLS
MEETING OF THE BOARD OF EDUCATION
Monday, May 15, 2023 - VAC 6:30 p.m.

Agenda

1. Call to order/Pledge of Allegiance
2. Approval of Agenda
Suggested motion: "I move to approve the agenda as presented."
3. Spotlight: National History Day
4. Public Comment
Communication from the audience for anything on or off the agenda. Limited to 3 minutes.
5. Consent Action Agenda 3
Minutes for meetings on April 17, 2023 and May 11, 2023, May 12, 2023
Disbursements for the Month of April, 2023
Teacher tenure notifications: Mundt, Subdon, Zeerip
Recommendation of new hire: E. MacArthur
HS Hope Squad Overnight Trip Request
National History Day Out-of-State Trip Request
Suggested motion: "I move to approve the consent agenda as presented."
6. White Lake Library Board Annual Update 18
7. Committee Meeting Reports and any Board Discussion 21
Personnel – committee chair review
Facilities – none
Policy – none
Finance – committee chair review
8. Unfinished Business - Graduation Update
9. MAISD Biennial Election Resolution.....22
Suggested Motion, "I move to adopt a resolution, designating _____ as our representative to serve on the 2023 MAISD electoral body and _____ to serve as alternate, in the event our designated representative is unable to attend. We are asking our board representative to support candidates _____ and _____ for a position on the MAISD Board of Education for a 6-year-term ending June 30, 2029."
10. MAISD 23-24 Budget Resolution 29
Suggested Motion, "I move that we adopt / not adopt (choose one) the resolution for the MAISD 2023-24 operating budget presented at the May 4, 2023 MAISD budget review meeting."
11. Budget Amendment #2 34
Suggested Motion: "I move to approve Budget Amendment #2 as presented."
12. Resolution for June Budget Hearing 67
Suggested Motion: "I move to adopt the resolution to hold a budget hearing for the 23-24 budget on June 19, 2023, at 6:30 p.m. prior to the approval of the regular board meeting agenda."

13. Chromebook Purchase.....	71
<i>Suggested Motion: "I move to approve the purchase of 375 chrome books and licenses from CDW at a cost of \$99,483.75 using Technology & Security Funds."</i>	
14. WESPA Bargain Agreement.....	73
<i>Suggested Motion: "I move to approved the WESPA Bargain as presented."</i>	
15. Monthly Financials.....	111
16. Superintendent Report	
17. Adjourn	
<i>Suggested motion: "I move to adjourn."</i>	

Item 5

Consent Action Agenda

☐ Information/Discussion

☒ Action

SUGGESTED MOTION:

...to approve the consent action agenda as presented.

Minutes for meetings on April 17, 2023, May 11, 2023 and May 12, 2023

Disbursements for the Month of April, 2023

Teacher tenure notifications: Mundt, Subdon, Zeerip

Recommendation of new hires: E. MacArthur

HS Hope Squad Overnight Trip Request

NHD Out-of-State Trip Request

WDS Board of Education Monthly Meeting Minutes

DATE: April 17, 2023

PLACE: VAC

MEMBERS PRESENT: Paula Martin, Chris Mahoney, Shannon McGoran, Tim Cross, Melissa Moore, Rachel Fekken

MEMBERS ABSENT: Jimmy TenBrink

OTHERS PRESENT: Steve Aardema, Kirsten Bolles, other staff and community members

President Fekken called the meeting to order at 6:30 p.m. with the Pledge of Allegiance.

Approval of Agenda

Motion Mahoney/Martin moved to approve the agenda as presented. McGoran made another move to amend the agenda to include two public comments, stating her reasons why. Cross seconded the move, and asked what it would hurt to have two comments? Mahoney pointed out that he and Martin had already made the motion and was seconded. The motion to amend was not carried.

Ayes (5) Mahoney, Martin, Moore, Cross, Fekken

Nays (1) McGoran

Motion Carried

Spotlight – Robotics Team

Coach Jen Jura and her student team presented, explained background and shared a robot demonstration. The district and board members are very proud of these students and what they've accomplished.

Public Comment

C. Cook - public comments

M. Dillon – concerns, public comments

M. Nienhouse – public comments

Consent Action Agenda

Motion Cross/McGoran moved to approve the consent agenda as presented.

Ayes (6) Cross, McGoran, Mahoney, Martin, Moore, Fekken

Nays (0)

Motion Carried

Minutes of meetings dated March 20, 2023, disbursements for the month of March which include: general fund - \$644,511.64, community education - \$348,074.47, food service - \$29,772.45, technology MAISD - \$13,829.54, activity account - \$30,879.37, common debt - \$0, Capital Projects - \$0, BPA Out of State Trip Request, New Hire Recommendation of T. McAuliffe.

Committee Meeting Reports and any Discussions

President Fekken recognized Vice President Chris Mahoney on receiving his Level 4 Master Board Member Award.

Consideration of the MAISD Biennial Election Resolution

At the next meeting, our board will have to designate a representative, as well as an alternate to serve on the electoral body on the MAISD Board of Education. Cross asked if the elected individual(s) had to be school board members? Mahoney stated no, it didn't necessarily have to be school board members. Martin asked if Suits, in her desire to be re-elected, would automatically be on the ballot? Mahoney responded with no, we would need to recommend her. The MAISD will have a list of candidates; our board will send a representative to vote for two (2) of those candidates.

Unfinished Business

None

Monthly Financials

Aardema reviewed monthly financials with the Board, and mentioned there will need to be a finance committee meeting prior to the next board meeting.

Adjournment

Motion McGoran/Cross moved to adjourn.

Ayes (6) McGoran, Cross, Martin, Moore, Mahoney, Fekken

Nays (0)

Motion Carried

Adjourned at 7:13 p.m.

Board Secretary/Designee

WDS Board of Education Finance Committee Meeting Minutes

DATE: May 11, 2022

PLACE: Room 103

COMMITTEE MEMBERS PRESENT: Jimmy TenBrink, Tim Cross, Chris Mahoney

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT: Jerry McDowell, Steve Aardema, Kirsten Bolles

Meeting called to order at 8:00 a.m. Agenda approved.

Reviewed budget amendment #2 as it relates to the general, community ed, food service, tech and security, activity, debt retirement and capital projects funds. This final fiscal year budget amendment will serve as the basis for next year's first budget. Committee chair and Steve will share and review at the monthly meeting.

Discussed purchase of 375 chrome books. Steve mentioned that the Lenovo 3 vs. the Lenovo 4 is the preferred model, as the 8G will give more memory. This purchase would cost \$99,438.70 and be funded with the Technology & Security Fund.

Discussion around scheduling a work session to discuss options of moving forward.

Adjournment 9:04 a.m.

Committee Chair/Designee

WDS Board of Education Personnel Committee Meeting Minutes

DATE: May 12, 2023

PLACE: Room 103

COMMITTEE MEMBERS PRESENT: Rachel Fekken, Melissa Moore

COMMITTEE MEMBERS ABSENT: Shannon McGoran

OTHERS PRESENT: Jerry McDowell

Meeting called to order at 8:00 a.m.

The committee reviewed the WESPA Bargain Agreement, and the staffing levels. The committee chair will share a brief summary at the May monthly meeting.

Adjournment 8:40 a.m.

Committee Chair/Designee

WHITEHALL DISTRICT SCHOOLS
ACCOUNTS PAYABLE DISBURSEMENTS BY FUNDS
FOR THE MONTH OF APRIL 2023

NAME	FUND	AMOUNT
General Fund	11 & 13	471,790.69
Community Education Fund	23	57,549.66
Food Service Fund	25	14,724.38
Technology & Security Fund	27	1,826.40
Activity Accounts Fund	29	15,063.34
Common Debt Fund	31	
Capital Projects Fund	41	
<i>TOTAL CASH DISBURSEMENTS</i>		<i>\$560,954.47</i>

WHITEHALL DISTRICT SCHOOLS
GENERAL FUND
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
MONTH OF APRIL 2023

CASH BALANCE APRIL 1, 2023		\$ 5,286,586.97
CASH RECEIPTS		
Athletic Admissions	2,934.85	
Athletic Fees	400.00	
Building Rent	96.00	
Duck Creek Adult Ed State	9,049.00	
Duck Creek Alt Ed Other Districts	24,952.00	
Due to Activity Fund	-	
Due to Community Ed - GSRP	-	
Due to Community Ed - Headstart	-	
Due to Community Ed - LightHouse	37,777.50	
Due to Community Ed - LOAS	-	
Due to Community Ed - McMillan	-	
Due to Food Service	152,667.15	
Due to Tech-Security	50,911.71	
Federal ESSER/COVID	66,396.59	
Federal IDEA Flowthrough	39,711.00	
Federal IDEA PreSchool	6,619.00	
Federal Medicaid Outreach	12,916.00	
Federal Medicaid Reimbursement	-	
Federal Other (County Road Grant)	-	
Federal Title I	37,805.56	
Federal Title II	3,499.95	
Federal Title III	-	
Federal Title IV	-	
Federal WIOA	5,894.56	
Hilts Landing Funding	-	
Interest Earnings	13,015.05	
MAISD Act 18	-	
Miscellaneous	5,795.63	
Property Tax	9,693.98	
Property Tax Due to Debt	-	
SET SEG	-	
State Aid	1,962,378.41	
Transfer from Activity Fund	48,541.33	
Transfer from Community Ed Fund	671,674.13	
Transfer from Debt Fund	-	
Transfer from Food Service Fund	31,600.51	
Transfer from Tech-Security Fund	16,397.01	
Transportation Field Trips	-	
VAC - Rental	1,500.00	
VAC - Sales	5,690.52	
VAC - Senior Millage	12,209.00	
VAC - Silver Sneakers	772.50	
TOTAL RECEIPTS	\$ 3,230,898.94	
CASH DISBURSEMENTS		
Accounts Payable	560,954.47	
Arbiter (athletic officials)	-	
Bank Charges	-	
Edustaff (subs/coaches)	44,996.79	
Fuelman/WESCO (gas purchase)	10,298.67	
Health Insurance (West MI Health Pool)	803.22	net reversal and prepay
ORS payment to State	382,411.91	includes 147c2
Payroll	1,838,919.63	
Purchasing Cards	27,335.31	
Transfer to Capital Projects Fund	-	
Transfer to Community Ed Fund	-	
Transfer to Debt Fund	300,000.00	includes ORS credit
Transfer to Food Service Fund	299,848.65	
Transfer to Tech Fund	-	
Voided Checks & Returned Deposits	-	
TOTAL DISBURSEMENTS	\$ 3,465,568.65	
CASH BALANCE APRIL 30, 2023		\$ 5,051,917.26
State Aid Borrowing		-
CASH BALANCE WITH BORROWING		\$5,051,917.26

Whitehall District Schools

541 East Slocum Street • Whitehall, MI 49461 • (231) 893-1010

M E M O R A N D U M

TO: Kelly Mundt

DATE: May 15, 2023

CC: Building Principal
Personnel File

SUBJECT: Tenure

FROM: Jerry McDowell

Effective at the close of the 2022-2023 school year, you will have successfully completed your probationary period and will earn tenure with Whitehall District Schools. The Board of Education has been notified of your achievement and approved your tenure at their Monday, May 15th Board of Ed meeting.

You should be very proud of your accomplishment. We are proud to have individuals like you working with the young people of our great community.

Congratulations Kelly! I challenge you to continue to grow to be the best educator that you can be. It is very rewarding to watch our students succeed!

Whitehall District Schools

541 East Slocum Street • Whitehall, MI 49461 • (231) 893-1010

M E M O R A N D U M

TO: Christian Subdon

DATE: May 15, 2023

CC: Building Principal
Personnel File

SUBJECT: Tenure

FROM: Jerry McDowell

Effective at the close of the 2022-2023 school year, you will have successfully completed your probationary period and will earn tenure with Whitehall District Schools. The Board of Education has been notified of your achievement and approved your tenure at their Monday, May 15th Board of Ed meeting.

You should be very proud of your accomplishment. We are proud to have individuals like you working with the young people of our great community.

Congratulations Christian! I challenge you to continue to grow to be the best educator that you can be. It is very rewarding to watch our students succeed!

Whitehall District Schools

541 East Slocum Street • Whitehall, MI 49461 • (231) 893-1010

M E M O R A N D U M

TO: Justin Zeerip

DATE: May 15, 2023

CC: Building Principal
Personnel File

SUBJECT: Tenure

FROM: Jerry McDowell

Effective at the close of the 2022-2023 school year, you will have successfully completed your probationary period and will earn tenure with Whitehall District Schools. The Board of Education has been notified of your achievement and approved your tenure at their Monday, May 15th Board of Ed meeting.

You should be very proud of your accomplishment. We are proud to have individuals like you working with the young people of our great community.

Congratulations Justin! I challenge you to continue to grow to be the best educator that you can be. It is very rewarding to watch our students succeed!

MEMO

To: Jerry McDowell, Kirsten Bolles
From: Brett Westerlund - Whitehall High School Principal
Date: 5/11/23
RE: Hiring Recommendation - Emily MacArthur

1. Screened Letters of recommendation - Westerlund
2. Interview - McDowell, Westerlund, VanWieren, Erndteman, Ragan
3. Reference Checking - McDowell (contacted staff members and supt.)
4. Administrative decision to recommend Emily MacArthur as Secondary Social Worker at WDS

We welcome Ms. Emily MacArthur to Whitehall District Schools as a secondary level Social Worker. Emily is a Whitehall District Schools alum. Emily received a Bachelor's in Social Work from Hope College and her Master's in Social Work from Michigan State University. Emily has five years experience working with students and staff in the school setting. In addition, she has served as an assistant coach in the basketball and softball programs at Whitehall High School the past two years. We are excited to welcome Emily back to WDS!

WHITEHALL DISTRICT SCHOOLS

STUDENT TRIP REQUEST

IN-STATE REQUEST: ☒

OUT-OF-STATE REQUEST: ☐

DATE: 3-16-23

EDUCATIONAL/ATHLETIC PURPOSE: Hope Squad Retreat

TEACHER(S) RESPONSIBLE: Sue Enalteman

DATE OF TRIP: _____

DESTINATION: Grace Adventures

NUMBER OF STUDENTS: 42

METHOD OF TRANSPORTATION: own transportation

DATE/TIME LEAVING: _____

DATE/TIME RETURNING: _____

NUMBER OF CHAPERONES: _____ See attached

COST OF TRIP PER STUDENT: _____

SOURCE OF REVENUE: _____

NUMBER OF SUBSTITUTES REQUIRED: Ø

Sue Etn
Teacher / Coach Signature

3-16-23
Date

Brett Martin
Principal's Signature

5/11/23
Date

Superintendent's Signature

Date

Board Approval

Date

Hope Squad Overnight Retreat Proposal:

Submitted 3-16-23

The Hope Squad is comprised of over 30 students in grades 9-12. We work to create a positive school culture and reduce the stigma associated with getting help for mental health with the ultimate goal of preventing suicides.

We held our first overnight retreat last August at Grace Adventure Camp. The bonding that occurred there has been key in developing trust and commitment within our squad. Students have been asking about doing another retreat. The time spent around a fire at night, away from all distractions, allowed us to really connect and get to know one another. We need to be able to trust one another so that we know what it feels like to talk about hard topics with others.

The Hope Squad is financially independent due to over \$6000 in grant money received in the past 12 months and generous memorials from Ava Vanderstelt's family and friends.

Dates: August 20-21 or August 27-28th (depending on when most students are available)

Attendants: all Hope Squad members in grades 9-12 (approximately 42 students).

3 Advisors: (Sue Erndteman, Britt Kleaveland, Courtney Snyder)

Possible additional adults: parent volunteers that would be screened prior to attending.

Activities: team-building activities as organized by Grace Adventure Camp as well as official Hope Squad training.

Cost:

Arrival: 2:00PM on Sunday

Depart: 2:30PM on Monday

of Nights Lodging: 1

of Meals Provided: 3 (Sunday dinner-Monday Lunch)

Includes: Lodging, Meals, Meeting Space, 1 set of team-building and Premium facilitated activity (ex. High Ropes Course, Climbing Tower, Laser Tag)

Price: \$85.00 per student, \$61.00 per teacher (students to pay no more than half and the Hope Squad account to pay the rest).

Thank you for considering this opportunity for our Hope Squad and school community.

Sue Erndteman

231-893-1033

sueerndteman@whitehallschools.net



WHITEHALL DISTRICT SCHOOLS
STUDENT TRIP REQUEST

IN-STATE OVERNIGHT REQUEST: ☐

OUT-OF-STATE REQUEST: ☒

DATE: MAY 5, 2023

EDUCATIONAL/ATHLETIC PURPOSE: NATIONAL HISTORY DAY NATIONAL CONTEST

TEACHER(S) RESPONSIBLE: JAN MICOLI KLOD

DATE OF TRIP: JUNE 9 - 16, 2023

DESTINATION: UNIVERSITY OF MARYLAND, COLLEGE PARK

NUMBER OF STUDENTS: 3

METHOD OF TRANSPORTATION: VARIED - VAN, PLANE (STUDENT/PARENT CHOICE)

DATE/TIME LEAVING: JUNE 9, 2023 - AFTERNOON

DATE/TIME RETURNING: JUNE 16, 2023 - AFTERNOON

NUMBER OF CHAPERONES: 1 ADULT FOR EACH STUDENT + COACH = 4

COST OF TRIP PER STUDENT: \$0 FOR REG/REG'D BOARD; STUDENTS/PARENTS RESPONSIBLE FOR TRAVEL EXP.

SOURCE OF REVENUE: NHD TEAM FUND RAISERS

NUMBER OF SUBSTITUTES REQUIRED: 0

Jan Micoli Klod
Teacher's Signature

MAY 5, 2023
Date

[Signature]
Principal's Signature

5/8/23
Date

Superintendent's Signature

Date

Board Approval

Date

WDS Board of Education Finance Committee Meeting Minutes

DATE: May 11, 2022

PLACE: Room 103

COMMITTEE MEMBERS PRESENT: Jimmy TenBrink, Tim Cross, Chris Mahoney

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT: Jerry McDowell, Steve Aardema, Kirsten Bolles

Meeting called to order at 8:00 a.m. Agenda approved.

Reviewed budget amendment #2 as it relates to the general, community ed, food service, tech and security, activity, debt retirement and capital projects funds. This final fiscal year budget amendment will serve as the basis for next year's first budget. Committee chair and Steve will share and review at the monthly meeting.

Discussed purchase of 375 chrome books. Steve mentioned that the Lenovo 3 vs. the Lenovo 4 is the preferred model, as the 8G will give more memory. This purchase would be funded with the Tech & Security Fund.

Discussion around scheduling a work session to discuss options of moving forward.

Adjournment 9:04 a.m.

Committee Chair/Designee

Item 6
White Lake Library Annual Update

☒ Information/Discussion

☐ Action

Background:

Annlyn McKenzie and Brian Hosticka share White Lake Library annual report.



WHITE LAKE COMMUNITY LIBRARY

2022 Annual Report

Director's Message

It's hard to believe I have already completed four years as the library director, three of them during a pandemic. What a wild ride it's been so far! Looking back on 2022, there is much to be thankful for and much to celebrate.

First of all, we've grown! The 2020 census results show that the population of our service area has increased from 11,811 to 12,381, which was just enough to boost us from a Class III library to a Class IV. More importantly, our circulation has been steadily increasing, and so has the number of in-person library visits. I hope you'll take a moment to read all the other encouraging statistics included in this report.

The return to more in-person programming has been a delight, from story times to adult programs to hosting important community conversations.

It is a pleasure to work with an amazing staff, a dedicated board, and a supportive community. I look forward to more programs, partnerships, and purposeful work in 2023!

Respectfully submitted, *Virginia DeMumbrum*

Board Members

Brian Hosticka, Pres.
Annlyn McKenzie, V.P.
Bobbie Allred, Sec.
Norm Kittleson, Treas.
Charles Ayres
Ruth Grenell
Lynnette Johnson
Ray Veeder

Director

Virginia DeMumbrum

Contact Info

White Lake Comm. Library
3900 White Lake Drive
Whitehall MI 49461
231-894-9531
info@wlclib.org
WLCLIB.ORG

A Few Highlights of 2022

- Solar hub picnic tables & book lockers were installed in various locations around the district to improve access to library materials and services
- The new Library Book Bike brought books, programs, and information to parks, concerts, festivals, and more
- New HVAC equipment & a new roof were installed, protecting the community's investment in this beautiful facility.
- Family Place parent-child workshops were launched with great success

Financial Information

In 2022, the library received \$644,906 in revenues and incurred \$526,404 in expenses. This increased the library's net position by \$118,502. At year's end, the unassigned fund balance available to cover unexpected emergencies was just over \$148,000, or enough to cover about 3 months of normal library operating costs. An additional \$50,500 in fund balance is designated for specific projects.

The Capital Projects fund - a direct result of the millage passed in 2020 - was a lifesaver for the library in 2022. In the fall, after the boiler replacement project was already done, it was discovered that a new roof was needed ASAP and could not wait until 2024, as planned. Thankfully, the necessary funds were available and the new roof was installed before the first snow. Two smaller projects (new meeting room carpet and a security camera system) were delayed until 2023.

The largest operating expense was personnel costs, at 45% of total revenue and 62% of operating expenses. The purchase of books and other circulating items, both physical and digital, accounted for just over 8% of operating expenses.



WHITE LAKE COMMUNITY LIBRARY

2022 Noteworthy Numbers



WHITE LAKE
COMMUNITY LIBRARY



2,665 people
have an active account
at our library, including
387 new borrowers
registered in 2022.

They checked out
69,817
physical items in 2022.

That's an average of
1343 checkouts
per week

& a **15%** increase
over 2021!

46,324 people came through
our doors from January thru December.
That's more than **154** people per day,
and an increase of **29.5%** over 2021.



14,965 items were downloaded by our
registered cardholders. That's an increase of
8% over last year! Audiobooks were the
most popular at **5149** borrows, with ebooks
a close second at **4864**.

Did you know you can use your local library card to borrow
books from all over the state, including college libraries?
We shared our items
with other libraries
5965 times,



and brought in items
for our patrons
6024 times.



The library's Wi-Fi was used
11,922 times last year.
That's not including the use of
the **30** hotspots, **5** tablets,
& **10** laptops available for checkout.



The library hosted **94** in-person,
virtual, & take & make events for
adults, reaching **2,530** people.
Youth events, including summer
reading, story times, & the ever-
popular gingerbread program,
reached many more.



Our website had **45,898** visitors,
or nearly **900** each week!
Our Facebook page reach was
49,803, up **55%** in a year.



There were **48,902** items
on our shelves, plus another
1,294,881 digital items
available to our patrons.

That's more than
104 titles
for every person
living in our district.



Of the **84,782** total items checked out by
our patrons, **18%** were digital downloads.
In addition to eBooks & audios, thousands of
movies, magazines, music, & more are available.

Item 7

Committee Meeting Updates

☒ Information/Discussion

☐ Action

Background:

Committee chairs will share a recap of their recent committee meeting.

Finance - May 11, 2023, 8:00 a.m.

Personnel - May 12, 2023, 8:00 a.m.

Item 9

MAISD Biennial Election Resolution

☐ Information/Discussion

☒ Action

BACKGROUND

We will adopt the biennial resolution, which we gave consideration for at last months' meeting. In this resolution, we designate a representative and an alternate from our Board to serve on the MAISD electoral body at their biennial election taking place on Monday, June 5, 2023. This representative will vote for our choice for candidate on the MAISD Board of Ed.

RECOMMENDATION:

...to adopt a resolution, designating _____ as our representative to serve on the 2023 MAISD electoral body and _____ to serve as alternate, in the event our designated representative is unable to attend. We are asking our board representative to support candidates _____ and _____ for a position on the MAISD Board of Education for a 6-year-term ending June 30, 2029.

**RESOLUTION OF THE _____
BOARD OF EDUCATION**

WHEREAS, the biennial election of the Board of the Muskegon Area Intermediate School District will be held on Monday, June 5, 2023, at a meeting of representatives from constituent school boards.

WHEREAS, Section 614 of the Revised School Code requires a constituent school board to designate its representative and identify the intermediate school board candidate the board supports for each position to be filled on the board by a resolution adopted not earlier than 21 days prior to the date of the election, and

WHEREAS, Section 614 prescribes the method for passage of a resolution including the requirement of considering the resolution at not less than one public meeting before adopting the resolution, and

WHEREAS, the Board previously considered the resolution at an open meeting conducted in a manner prescribed under the Open Meetings Act on _____.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board designates _____ as its representative to serve on the 2023 electoral body responsible for electing members to the Muskegon Area Intermediate School District Board of Education and _____ as alternate representative in the event the designated representative is unable to attend.
2. The Board supports candidate _____ for a position on the Muskegon Area Intermediate School District Board of Education for a term of six years ending June 30, 2029.
3. The Board directs its representative _____ to vote for candidate _____ at least on the first ballot taken at the June 5, 2023 election.
4. The Board supports candidate _____ for a position on the Muskegon Area Intermediate School District Board of Education for a term of six years ending June 30, 2029.
5. The Board directs its representative _____ to vote for candidate _____ at least on the first ballot taken at the June 5, 2023 election.
6. The Board authorizes and directs its secretary to file this resolution with the secretary of the Muskegon Area Intermediate School District Board.

Ayes: Members

Nays: Members

Resolved this _____ day of _____, 2023.

Secretary, Board of Education

MAISD Biennial Election 2023 – Candidate Information

Alan Batka - 4836 River Road, Twin Lake, MI 49457

I am writing to you to ask for your support for the open MAISD board position.

I reside in the Twin Lake area with my wife and 3 of 5 children still at home. I am an engineer at SKF Kaydon in Muskegon and my wife is an Accountant with BDO.

Our children have attended different school districts in Muskegon County. Muskegon Public, Holton Public, Reeths-Puffer Public schools. Our oldest graduated from Holton Public Schools, two have graduated from Reeths-Puffer and the last two children will also graduate from Reeths-Puffer. Three of our children attended or still do attend the Muskegon Area Career Tech Center.

I attended both private and public schools growing up in Grand Haven. I also attended the Career Tech there in high school. I have attended MCC, GRCC, Baker and have a BAS from Ferris State University.

Throughout my career I attended these various institutes taking night classes while working full time. I started out as a Tool and Die apprentice and eventually after 17 years in that field, I went back to school to finish my Engineering degree.

I value the benefits that education has given me to increase my value in my professional life throughout the years. I also value the choices given to students through area partnerships such as Career Tech Center and MCC that allow high school kids to learn trades and receive college credits while still in school.

I am running for a Board seat as a parent, as a professional and as a concerned citizen who wants all of Muskegon's students to get the best education they can.

Education is the cornerstone to success in our community. I promise to work with all Board members to put the best plans in place that benefit the students of Muskegon County to be the best they can be.

I ask for your support and hope to serve alongside you in achieving these goals.

Antonios (Tony) Moulatsiotis - 2086 Easthill Drive, Norton Shores, MI 49441

Born in Kalamata Greece on June 6, 1952. Moved to USA with my family in 1967. Graduated from Muskegon High School in 1971. Attended Eastern Michigan for a year and a half until I decided to put my efforts in the restaurant business.

Married in 1973 to the mother of my children and we had two daughters and a son. My ex wife was an educator in special-ed for Muskegon Public Schools. Our household was always about education.

From the age of 18 I had my own business. Greek Tony's Imports in Ann Arbor, Greek Tony's Pizzerias that grew to 17 units in 3 states at one point and a few restaurants in between like Two Tony's Taverna Grille in Spring Lake.

In 1986 a big earthquake destroyed my birth place in Greece and wanted to help. I appear on channel 8 news asking for help for the people and my beautiful city. Eleven days later we were on our way there with 13 thousand pounds of clothes, blankets and thousands of dollars of over the counter medications donated by Upjohn Co.

We, with the help of the Mayor of Kalamata unidentified the extreme needs and the outcome was in a very short time the help of AHEPA, the Greek organization in US, South America, Europe, Canada and Australia we raised close to \$ 75,000,00. 00 and Kalamata was able to rebuild the schools and the hospital.

This story is a little long because it shaped my life of the next 37 years.

AHEPA that I was a member, asked me to be on the District leadership and in a short time of 3 years I was elected Governor of the Greek communities in Michigan.

The bug of service to help people was in my blood. That was the beginning of my political life ahead. Helping others and making my community a better place to call home.

In the year 2000 I was elected County Commissioner. In 2005 County Treasurer and still serving in that role today.

Most of those years I also served on 19 boards and committees' some mandatory and others because serving was my passion.

My oldest daughter Stacy Moulatsiotis Tipler while her husband serving in the war in Iraq

came back home in Muskegon with her two sons at the time and while serving as the HR director at MAISD for a few years, also attended Cooley Law in Lansing getting her Dr. of Law degree until her husband came home from the war and the family moved to Dayton Ohio.

I took care of my two grandsons while she followed her dreams of her future.

My other daughter Maggie is in Denver CO. with her family and my son William took over our business and serves as the V-Mayor in Norton Shores.

Following his dads' footsteps, he also coached soccer at Community College, Muskegon Catholic and now at Mona Shores.

The reason I said footsteps is because I as well played the game for many years, helped start two high school programs, Reeths Puffer, Mona Shores and other youth teams and was instrumental building soccer fields across Muskegon County.

Today at almost 72 years young that bug of the past is still in me and serving my community is still my passion in life.

I also, after 18 years of the single life I got married again to my beautiful wife Karyn and together we enjoying our 10 grandchildren, four daughters (two of Karyn's first marriage) and William.

Talking to my daughter Stacey that worked in your system said if selected it will be a good fit for me and MAISD.

Thank you for the consideration.

Tony Moulatsiotis
Muskegon County Treasurer
Office 724-6217
Cell 206-6116

Earl O'Brien (Bill) - 3369 Thompson Avenue, Muskegon, MI 49441

Board Members:

I would like to fill one of the open seats on the MAISD Board. I had the privilege of serving for 27 years on the Muskegon Public School Board of Education and would like to continue to serve the families of the larger community in this new role. I am passionate about public education and would like your consideration for the board so that I can work with all of you in continuing to build a solid foundation for our community through the education of our children.

Thank you.

Kathleen Six - 2354 Cline, Muskegon, MI 49444

Dear School Board Member,

As a school board member, you have committed yourself to the education of children. You want only the best for each and every child in the district you represent. As a teacher of 29 years, I share that same passion. That's why I'm introducing myself to you regarding my interest in becoming a member of the MAISD Board. My mission, like yours, is to educate and enlighten. Years of teaching at Fruitport has prepared me for the position of a board member for the MAISD.

I have worked hard to hone my craft. My record as a teacher demonstrates this hard work. I have received exemplary reviews as noted on the State School Board Website. I have spent much time continuing my education both at the college level and through professional development. I hold a Bachelors of Arts from GVSU and a Masters with emphasis on gifted and talented populations, also from GVSU. In addition, I was awarded the PBS Cool Teacher Award.

I have attended a plethora of professional development conferences such as...

- ❖ Cognitive Coaching
- ❖ Math and Science Center "Rockets for Schools"
- ❖ Numerous technology presentations during MACUL of which I attended 5+ years

- ❖ K-12 Social Studies Content
- ❖ Creating Classroom Blogs
- ❖ Michigan Achievement Project
- ❖ 5D+ training
- ❖ Quality Questioning

I've also been an integral part of piloting and helping our district select our math and reading programs recently. Likewise, I helped pilot science and social studies some years ago. I have written many grants over the years and have been selected for every single grant I've applied for helping me supply better materials for my students in all subject areas.

I was a presenter multiple times for the MACUL conference and was chosen to have my class present at the Student Technology Showcase at the state capital in Lansing. I am highly competent with technology and what I don't know, I learn quickly. My classroom website is a great place to see how I use technology to connect with my students and parents (mrssixroom22.weebly.com). I am well versed in and also connect to my students and parents via DOJO, Google Classroom, Edpuzzle, Screencastify, Quizziz, Quizlet, Kahoot, Padlet, Zoom, Goguardian, NASA Stem, Freckle, GoNoodle, BrainPop, ChartGo, and many more. I'm well versed in our school's programs including Power Teacher, HMHEd, Easy Bridge, Planbook, iReady, and SWIS.

Over the years I have received a great deal of training via the MAISD and other ISD providers. I am well aware of the connection the MAISD has to our 11 public schools in Muskegon County and the impact of their decisions on the education of children prior to kindergarten, through their K-12 years, and beyond.

It is my turn now to forward my knowledge and skills as part of the MAISD school board. I am more than willing to speak to any school board members in any of our 11 districts. Feel free to contact my school district's superintendent, my principal, assistant principal, office staff or colleagues who can speak to my character and skills.

Thank you for considering me as a MAISD board member. Feel free to contact me via the email on my [district's website](#). Our district also provides a more personal bio of what exciting adventures I have when I'm not working.

Kathleen J Six
 Fruitport Edgewood Elementary
 Fourth Grade Teacher
ksix@fruitportschools.net
 231-865-3171 Ext 1022

Wanda Lee Suits - 5141 Whitney Street, Montague, MI 49437

Greetings:

Six years as your representative for Muskegon County public schools has gone quickly. I've been proud to serve the school districts on the MAISD board. I come to you as the immediate

past president of your MAISD board. I'm seeking your vote to continue to represent the strengths and qualities of our public schools.

As many of you know, I have strong ties to public schools. Serving for over 24 years on Montague Area Public Schools board as well as the Muskegon County Public School Boards Alliance. I'm a retired Registered Nurse and worked for Surgical Services, left the clinical area and served as the Recruitment Manager at Hackley Hospital. I have many strengths regarding policy and procedures. And have completed my courses through MASB.

I believe I can continue to support the programs to provide the resources necessary for students to learn and succeed in the programs that are provided through the Intermediate School District.

Please consider my strengths as you cast your vote in June.

Michael Weessies - 1769 Gladstone Drive, Muskegon, MI 49445

Michael Weessies, lifelong resident of Muskegon County.

Graduated from Reeths-Puffer High School, Muskegon Community College (AAS), Ferris State University (BS Health Systems Mgt), Western MI University (MPA).

Current CEO for Hackley Community Care Center since May 2022 and prior to HCC spent 27 years at Hackley Hospital/Mercy Health/Trinity Health as a Regional VP of Business Health Solutions.

Currently serving on the following boards: Pioneer Resources, Employers Association, Muskegon CHIR, Michigan Primary Care Assoc, Michigan Community Health Network.

Past Vice President for Reeths-Puffer Board of Education for over 15 years.

I thoroughly enjoyed my 15 years on the Reeths-Puffer School Board and would like to continue to serve school districts throughout Muskegon County as a board member of the MAISD.

Thank you for your consideration and I appreciate (first hand) the efforts of school board members throughout the County!

Item 10

MAISD General Fund Budget Resolution for 23-24

☐ Information/Discussion

☒ Action

BACKGROUND

Section 624 of the Revised School Code, as amended, requires the Intermediate School Board to submit its proposed budget not later than May of each year to the Board of each constituent district for review. The MAISD delivered its proposed general fund operating budget for the 2023-24 school year at a budget review meeting held on May 4, 2023. Each local district's Board of Education must now adopt a resolution indicating the Board's support for or disapproval of the proposed budget no later than June 1, 2023.

RECOMMENDATION:

...to adopt/not adopt a resolution indicating approval/disapproval of the MAISD general fund operating budget for 2023-24.

APPROVAL OF BUDGET BUDGET RESOLUTION

Adopted by
(School District)

A meeting of the board of education of the above named District was held in the in the District, on the day of , 2023, at o'clock in the .

The meeting was called to order by , President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member and supported by Member :

WHEREAS:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget; and

3. The Muskegon Area Intermediate School District Board of Education held a budget review on Thursday, May 4, 2023 to present its proposed 2023-2024 General Fund Operating Budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Board of Education has reviewed the proposed MAISD General Fund Operating Budget for the 2023-24 school year in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed MAISD budget.

2. The Secretary of the Board of Education or his/her designee is hereby directed to submit a certified copy of this resolution to the MAISD Board or Superintendent no later than June 1, 2023.

3. All resolutions insofar as they conflict with this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2023, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

DISAPPROVAL OF BUDGET
BUDGET RESOLUTION

Adopted by
(School District)

A meeting of the board of education of the above named District was held in the in the District, on the day of , 2023, at o'clock in the

The meeting was called to order by , President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member and supported by Member :

WHEREAS:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget; and

3. The Muskegon Area Intermediate School District Board of Education held a budget review on Thursday, May 4, 2023 to present its proposed 2023-2024 General Fund Operating Budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Board of Education has reviewed the proposed MAISD General Fund Operating Budget for the 2023-24 school year and has determined that it disapproves of certain portions of the proposed MAISD budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.

2. The Secretary of the Board of Education or his/her designee is hereby directed to submit a certified copy of this resolution to the MAISD Board and/or Superintendent with specific objections and proposed changes that this board has to the budget, no later than June 1, 2023.

3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2023, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

Item 11

Budget Amendment #2

☐ Information/Discussion

☒ Action

Background:

Enclosed is the Executive Summary of Budget Amendment #2 for review and approval. The Finance Committee met on Wednesday, May 11, to review.

Recommendation:

...to approve Budget Amendment #2 as presented.



Whitehall District Schools

**541 E. Slocum St.
Whitehall, Michigan 49461
www.whitehallschools.net**

**2022-23 Budget Amendment #2
General Fund
White Lake Area Community Education Fund
Food Service Fund
Technology & Security Fund
Activity Fund**

**Thursday, May 11, 2023
(Finance Committee)
Monday, May 15, 2023
(Board of Education)**

Whitehall District Schools

Budget Amendment #1

2022-23 Fiscal Year

Board of Education

Rachel K. Fekken
President

Christopher G. Mahoney
Vice President

James A. TenBrink
Treasurer

Paula Martin
Secretary

Tim Cross
Trustee

Shannon R. McGoran
Trustee

Melissa Moore
Trustee

Administration

Jerry McDowell
Superintendent

Steve Aardema
Director of Finance

Tom Moore
WLACE Director



Whitehall District Schools Board of Education
2022-23 Budget Executive Summary
May 10, 2023

Before all the financial figures is a brief summary of the items included in this packet covering the second amendment of the 2022-23 fiscal year budget.

All Funds:

Revenue and expense lines were adjusted based on current year activity to date or looking at balances the previous two years. Funding levels for state aid and grants were updated to the most current allocations. Compensation was adjusted based on staffing in place and continuing with the small class size program.

General Fund:

For revenue some of the significant changes are:

- ◆ The student count information for the K-12 is down 1.23 students based on the audited Fall Count. The foundation grant is unchanged at \$9,150.

Year	K-12	Homeschool	Duck Creek	Total	Foundation Gant
2019-20	2009.57	54.81	83.63	2148.01	\$7,936
2020-21	1977.04	31.24	104.10	2112.38	\$8,111
2021-22	1946.30	34.36	93.50	2074.16	\$8,700
2022-23 Adopt	1931.30	34.36	93.50	2059.16	\$9,135
2022-23 Amend #1	1908.72	33.39	109.00	2051.11	\$9,150
Difference	-22.58	-0.97	+15.50	-8.05	+15
2022-23 Amend #2	1907.49	33.39	109.00	2049.88	\$9,150
Difference	-1.23	n/c	n/c	-1.23	n/c

The budget impacts are \$9,700 less for the enrollment change.

- ◆ State Categorical grants are up significantly but have increased expenses that don't have a great impact on the bottom line.
 - The 147c2 retirement amount of \$1,548,342 has a corresponding expense in the benefits area which you will notice in the following pages.
 - Other retirement allocations increased by \$112,730.
 - School Safety grants increased by \$38,277 with an additional \$231,000 for next year.
 - Special Education reimbursement increased by \$89,071.

- ◆ A new allocation of \$104,665 in the federal pandemic funds was granted and must be spent by September 30, 2023. Below is the current plan for the various pandemic related grants with the new 98c grant.

Grant	2020-21	2021-22	2022-23	2023-24
<i>Coronavirus Relief Funds</i>				
\$350/pupil	\$734,010			
\$12/pupil	\$25,864			
<i>ESSERS I</i>	\$259,045			
<i>ESSERS Equity</i>		\$51,809		
<i>ESSERS II</i>		\$995,263		
<i>98c new in May 2023</i>			\$104,665	
<i>American Rescue Plan ESSERS III</i>			\$1,118,404	\$1,118,405
Total	\$1,018,919	\$1,047,072	\$1,223,069	\$1,118,405

On the expense side:

- ◆ Compensation for staffing increased by \$131,000 with the main additions of a Technology Support position, a part-time custodian, and a Speech Therapist increase from 0.6 to 1.0 fte.
- ◆ Several significant additions were made to the expense budget to cover either year-to-date expenses or upcoming purchases.
 - \$135,000 for new curriculum purchases,
 - \$20,000 for school budgets (\$5,000 per building),
 - \$25,000 for literacy coach services from the ISD,
 - \$80,000 for building maintenance,
 - \$12,000 for utilities (natural gas and electricity),
 - \$103,500 for athletics expenses, and
 - \$25,000 for diesel fuel for buses.

The beginning and ending fund balance are as follows. While trying to be accurate and conservative, we typically finish better than what we budget.

2022-23 Budgets	2022-23 Adoption	2022-23 Amend #1	2022-23 Amend #2
Beginning Fund Balance	\$4,602,447	\$5,212,920	\$5,212,920
Revenue	26,573,660	27,283,757	29,194,393
Expense	26,568,993	27,390,269	29,587,377
Surplus +/-Deficit -	+4,667	-106,512	-392,984
Ending Fund Balance	\$4,607,114	\$5,106,408	\$4,819,936
Percent of Expenditures	17.3%	18.6%	16.3%

Community Education Fund:

The Community Education budget includes the pre-school & daycare programs for the White Lake Area Community Education consortium of five districts. The alternative and adult education programs are required to be shown in our General Fund but are tracked separately. The budget was updated staffing levels and expected revenues. The GSRP and Headstart grants break even and Lighthouse (daycare) is currently operating with a surplus of about \$383,000 before distributions to participating districts.

Food Service Fund:

Revenue was updated for year-to-date receipts in the current year. Compensation and other expenses were updated based on current staffing and spending levels. A significant budget for supplies and capital, \$850,000, is included as we continue to work on reducing the fund balance.

Technology & Security Fund:

This is the ninth year of the ten-year Technology & Security Fund. There are no significant changes in this budget.

Activity Fund:

The Activity Fund continues with changes to keep each of the accounts positive. There are accounts for the district, community education, each of the schools, athletics, scholarships, and the graduating classes. Changes were updated based on prior year totals and year to date activity.

Debt Retirement Fund & Capital Projects Funds:

These funds are not part of the Appropriations Act because the Board of Education acts directly on the vast majority of expenses as they occur (issuance of bonds, awarding of contracts).

Budget Planning:

This is the final amendment for the 2022-23 school year and will serve as the starting point as we develop next year's budget (2023-24). We are monitoring the funding proposals from the Governor, House, and Senate. The next revenue consensus hearing is set for Friday, May 19, 2023. That will hopefully confirm the viability of the various proposals and give us some estimates to use in next year's budget.

Budget Packet Appendix:

Also included in this Initial Budget packet are:

1. The resolution for all the funds.
2. Comparative budget worksheet showing line items as a percent of total revenues or expenditures. This gives us a manner of gauging where our resources are directed and how our budget decisions affect the allocation of those resources as pieces of the total pie.
3. A breakdown of our general fund budget into detailed functional and object categories. This shows the breakdown of salaries and wages, benefits, purchased services, supplies, capital outlay, and other expenditures in each function required in our reporting to the State of Michigan.
4. A glossary which defines the budget categories. This can be a useful reference if you have questions about what expenditures are included in certain areas.

Immediately following is the appropriations resolution. We recommend approval at the May 15, 2023 regular meeting.

Jerry McDowell
Superintendent of Schools

Steve Aardema
Director of Finance

**Whitehall District Schools
General Appropriations Act**

RESOLVED, that this resolution shall be the General Appropriations of the Whitehall District Schools for the fiscal year ending June 30, 2023, a resolution to make appropriations, to provide for the expenditure of the appropriations, and to provide for the disposition of all income received by the Whitehall District Schools.

Millage

BE IT FURTHER RESOLVED, that this resolution includes local revenue based on a district millage levy of 18.00 mills on non-homestead and non-qualified agricultural property for operating purposes.

**General Fund
2022-23**

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the General Fund of the Whitehall District Schools for the fiscal year ending June 30, 2023 is:

Revenue:	
Local Revenue	\$ 3,805,451
State Sources	22,184,564
Federal Sources	2,167,578
Intermediate Sources	820,000
Incoming Transfers & Other	216,800
Total Revenue	<u>\$ 29,194,393</u>
Fund Balance, July 1	\$ 5,212,920
Total Available Funds	<u><u>\$ 34,407,313</u></u>

BE IT FURTHER RESOLVED, that the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:

Instruction	
Basic Program	\$ 14,519,040
Added Needs	3,208,331
Adult Education	185,281
Support Services	
Pupil Services	2,343,818
Instructional Support	1,257,633
General Administration	611,569
School Administration	1,598,894
Business Services	498,835
Operations & Maintenance	2,037,318
Pupil Transportation	1,369,803
Central Support	566,255
Athletics	832,097
Community Services	
Direction & Recreation	194,503
Outgoing Transfers, Capital, & Other	364,000
Total Appropriated	<u>\$ 29,587,377</u>

**White Lake Area Community Education Fund
2022-23**

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the WLACE Fund of the Whitehall District Schools for the fiscal year ending June 30, 2023 is:

Revenue:	
General WLACE	\$ 10,000
Headstart	1,249,253
Great Start Readiness Program	1,981,210
Lighthouse Learning	1,908,100
Enrichment & Other	16,000
Total Revenue	<u>\$ 5,164,563</u>
Fund Balance, July 1	\$ 671,649
Total Available Funds	<u><u>\$ 5,836,212</u></u>

BE IT FURTHER RESOLVED, that the WLACE Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	
General WLACE	\$ 52,633
Headstart	1,249,253
Great Start Readiness Program	1,981,210
Lighthouse Learning	1,964,412
Enrichment & Other	23,720
Total Appropriated	<u><u>\$ 5,271,228</u></u>

**Food Service Fund
2022-23**

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Food Service Fund of the Whitehall District Schools for the fiscal year ending June 30, 2023 is:

Revenue:	
Local Sources	\$ 54,000
State Sources	56,598
Federal Sources	1,269,000
Other Sources	1,000
Total Revenue	<u>\$ 1,380,598</u>
Fund Balance, July 1	\$ 1,452,733
Total Available Funds	<u><u>\$ 2,833,331</u></u>

BE IT FURTHER RESOLVED, that the Food Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	
Wages	\$ 528,000
Benefits	305,643
Purchased Services	71,500
Supplies & Materials, incl Food & Drink	1,235,500
Equipment	450,000
Miscellaneous	15,000
Outgoing Transfers & Other	75,000
Total Appropriated	<u><u>\$ 2,680,643</u></u>

**Technology - Security Fund
2022-23**

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Technology - Security Fund of the Whitehall District Schools for the fiscal year ending June 30, 2023 is:

Revenue:	
Local Sources	\$ 450,000
Total Revenue	<u>\$ 450,000</u>
 Fund Balance, July 1	 \$ 361,880
 Total Available Funds	 <u><u>\$ 811,880</u></u>

BE IT FURTHER RESOLVED, that the Technology - Security Fund is hereby appropriated in the amount and for the purposes set forth below:

Expenditures:	
Basic Instruction	\$ 255,206
Instruction Improvement	1,000
Educational Technology	200
Other Capital	190,000
Total Appropriated	<u><u>\$ 446,406</u></u>

**Activity Fund
2022-23**

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Activity Fund of the Whitehall District Schools for the fiscal year ending June 30, 2023 is:

Revenue:	
Local Sources	\$ 452,400
Total Revenue	<u>\$ 452,400</u>
 Fund Balance, July 1	 \$ 253,796
 Total Available Funds	 <u><u>\$ 706,196</u></u>

BE IT FURTHER RESOLVED, that the Activity Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	
Activities	\$ 492,210
Total Appropriated	<u><u>\$ 492,210</u></u>

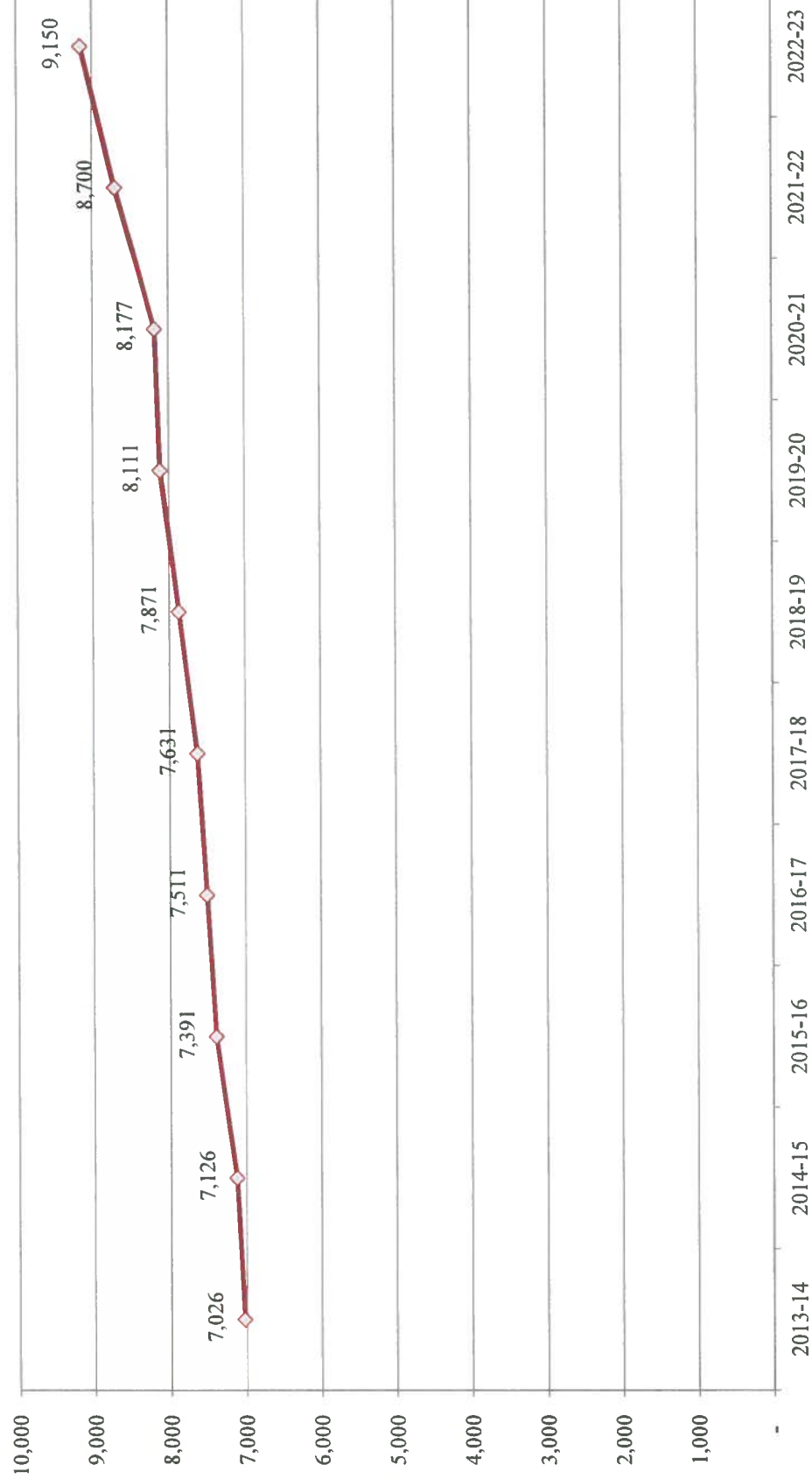
The Superintendent and Director of Finance are charged with the general supervision of the execution of the above identified revenues and expenditures.

This resolution is effective May 15, 2023.

Whitehall District Schools K-12 Blended Pupil Count



WDS per-pupil Foundation Allowance



MPSERS Pension Rate



Whitehall District Schools
Statement of Revenues, Expenses, and Fund Balance
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Revenues							
Local	3,446,630	3,398,669	3,450,148	3,674,460	3,879,644	3,874,259	3,805,451
State	17,659,474	17,648,189	18,484,333	19,481,013	19,773,106	20,310,762	22,184,564
Federal	907,332	949,583	1,921,502	2,003,401	2,052,488	2,061,936	2,167,578
Intermediate	725,429	964,581	707,319	821,357	733,000	820,000	820,000
Other	37,348	47,114	59,023	120,950	135,422	216,800	216,800
Total Revenues	22,776,213	23,008,136	24,622,325	26,101,181	26,573,660	27,283,757	29,194,393
Expenditures							
Instruction							
Basic Program	10,633,596	10,680,683	10,898,094	12,675,015	12,855,494	13,407,711	14,519,040
Added Needs	3,226,892	3,266,765	3,166,032	2,811,603	2,940,599	3,010,156	3,208,331
Adult Education	228,435	216,247	188,901	137,883	193,317	186,621	185,281
Support Services							
Pupil Services	1,597,558	1,584,470	1,716,190	1,909,015	2,065,384	2,181,948	2,343,818
Instructional Support	891,456	818,469	740,967	995,791	1,137,700	1,148,105	1,257,633
General Administration	450,879	465,558	484,441	513,623	541,645	573,961	611,569
School Administration	1,089,133	1,175,545	1,341,651	1,521,951	1,529,525	1,449,937	1,598,894
Business Services	495,242	522,552	448,652	420,230	482,284	468,048	498,835
Operations & Maintenance	1,522,829	1,450,364	1,755,586	1,880,158	1,805,489	1,878,671	2,037,318
Pupil Transportation	1,119,001	1,048,304	1,027,747	1,082,384	1,248,206	1,283,169	1,369,803
District Support	489,814	389,536	399,110	458,346	517,259	525,957	566,255
Athletics	512,564	476,509	511,658	755,679	678,935	747,530	832,097
Community Services	498	31,731	39,338	155,460	136,156	174,455	194,503
Transfers, Capital, & Other	233,326	554,170	373,918	453,546	437,000	354,000	364,000
Total Expenditures	22,491,223	22,680,903	23,092,285	25,770,684	26,568,993	27,390,269	29,587,377
Surplus/Deficit	284,990	327,233	1,530,040	330,497	4,667	(106,512)	(392,984)
Beginning Fund Balance	2,740,160	3,025,150	3,352,383	4,882,423	4,602,447	5,212,920	5,212,920
Ending Fund Balance	3,025,150	3,352,383	4,882,423	5,212,920	4,607,114	5,106,408	4,819,936
Percentage of Expenditures	13.5%	14.8%	21.1%	20.2%	17.3%	18.6%	16.3%

Whitehall District Schools
Statement of Revenues, Expenses, and Fund Balance
General Fund - History by Function & Percent

Function	2018-19		2019-20		2020-21		2021-22		2022-23		2022-23		2022-23	
	Audited	Percent	Audited	Percent	Audited	Percent	Audited	Percent	Original	Percent	Amend #1	Percent	Amend #2	Percent
Revenues														
Local	3,446,630	15.1%	3,398,669	14.8%	3,450,148	13.9%	3,674,460	13.5%	3,879,644	14.6%	3,874,259	14.2%	3,805,451	13.0%
State	17,659,474	77.5%	17,648,189	76.7%	18,484,333	74.9%	19,481,013	73.4%	19,773,106	74.4%	20,310,762	74.4%	22,184,564	76.0%
Federal	907,332	4.0%	949,583	4.1%	1,921,502	8.2%	2,003,401	9.9%	2,052,488	7.7%	2,061,936	7.6%	2,167,578	7.4%
Intermediate	725,429	3.2%	964,581	4.2%	707,319	2.8%	821,357	2.9%	733,000	2.8%	820,000	3.0%	820,000	2.8%
Other	37,348	0.2%	47,114	0.2%	59,023	0.3%	120,950	0.3%	135,422	0.5%	216,800	0.8%	216,800	0.7%
Total Revenues	22,776,213	100.0%	23,008,136	100.0%	24,622,325	100.0%	26,101,181	100.0%	26,573,660	100.0%	27,283,757	100.0%	29,194,393	100.0%
Expenditures														
Instruction														
Basic Program	10,633,596	47.3%	10,680,683	47.1%	10,898,094	46.9%	12,675,015	47.0%	12,855,494	48.4%	13,407,711	49.0%	14,519,040	49.1%
Added Needs	3,226,892	14.3%	3,266,765	14.4%	3,166,032	13.7%	2,811,603	14.5%	2,940,599	11.1%	3,010,156	11.0%	3,208,331	10.8%
Adult Education	228,435	1.0%	216,247	1.0%	188,901	0.8%	137,883	0.8%	193,317	0.7%	186,621	0.7%	185,281	0.6%
Support Services														
Pupil Services	1,597,558	7.1%	1,584,470	7.0%	1,716,190	7.2%	1,909,015	7.3%	2,065,384	7.8%	2,181,948	8.0%	2,343,818	7.9%
Instructional Support	891,456	4.0%	818,469	3.6%	740,967	3.5%	995,791	3.3%	1,137,700	4.3%	1,148,105	4.2%	1,257,633	4.3%
General Administration	450,879	2.0%	465,558	2.1%	484,441	2.1%	513,623	2.0%	541,645	2.0%	573,961	2.1%	611,569	2.1%
School Administration	1,089,133	4.8%	1,175,545	5.2%	1,341,651	5.5%	1,521,951	5.3%	1,529,525	5.8%	1,449,937	5.3%	1,598,894	5.4%
Business Services	495,242	2.2%	522,552	2.3%	448,652	2.1%	420,230	2.1%	482,284	1.8%	468,048	1.7%	498,835	1.7%
Operations & Maintenance	1,522,829	6.8%	1,450,364	6.4%	1,755,586	7.0%	1,880,158	6.7%	1,805,489	6.8%	1,878,671	6.9%	2,037,318	6.9%
Pupil Transportation	1,119,001	5.0%	1,048,304	4.6%	1,027,747	4.8%	1,082,384	4.5%	1,248,206	4.7%	1,283,169	4.7%	1,369,803	4.6%
District Support	489,814	2.2%	389,536	1.7%	399,110	2.2%	458,346	2.1%	517,259	1.9%	525,957	1.9%	566,255	1.9%
Athletics	512,564	2.3%	476,509	2.1%	511,658	2.2%	755,679	2.4%	678,935	2.6%	747,530	2.7%	832,097	2.8%
Community Services	498	0.0%	31,731	0.1%	39,338	0.4%	155,460	0.7%	136,156	0.5%	174,455	0.6%	194,503	0.7%
Transfers, Capital, & Other	233,326	1.0%	554,170	2.4%	373,918	1.7%	453,546	1.4%	437,000	1.6%	354,000	1.3%	364,000	1.2%
Total Expenditures	22,491,223	100.0%	22,680,903	100.0%	23,092,285	100.0%	25,770,684	100.0%	26,568,993	100.0%	27,390,269	100.0%	29,587,377	100.0%
Surplus/Deficit	284,990		327,233		1,530,040		330,497		4,667		(106,512)		(392,984)	
Beginning Fund Balance	2,740,160		3,025,150		3,352,383		4,882,423		4,602,447		5,212,920		5,212,920	
Ending Fund Balance	3,025,150		3,352,383		4,882,423		5,212,920		4,607,114		5,106,408		4,819,936	
Percentage of Expenditures	13.5%		14.8%		21.1%		20.2%		17.3%		18.6%		16.3%	

Whitehall District Schools
Statement of Revenues, Expenses, and Fund Balance
General Fund - History by Object & Percent

Object	2018-19	2019-20	2020-21	2021-22	2022-23	2022-23	2022-23	2022-23
	Audited	Audited	Audited	Audited	Original	Amend #1	Percent	Amend #2
	Percent	Percent	Percent	Percent	Percent	Percent	Percent	Percent
Revenues	3,446,630	3,398,669	3,450,148	3,674,460	3,879,644	3,874,259	14.2%	3,805,451
Local	17,659,474	17,648,189	18,484,333	19,481,013	19,773,106	20,310,762	74.4%	22,184,564
State	907,332	949,583	1,921,502	2,003,401	2,052,488	2,061,936	7.6%	2,167,578
Federal	725,429	964,581	707,319	821,357	733,000	820,000	3.0%	820,000
Intermediate	37,348	47,114	59,023	120,950	135,422	216,800	0.8%	216,800
Other	22,776,213	23,008,136	24,622,325	26,101,181	26,573,660	27,283,757	100.0%	29,194,393
Total Revenues	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Expenditures	11,076,722	11,181,576	11,071,476	12,350,154	12,736,463	13,251,912	48.4%	13,296,967
Wages	7,417,924	7,619,078	7,912,718	8,903,021	9,216,839	9,594,766	35.0%	11,250,793
Benefits	1,675,389	1,463,933	1,586,586	1,832,605	1,888,788	1,862,788	6.8%	2,064,014
Purchased Services	1,289,744	1,085,058	1,375,618	1,497,875	1,419,942	1,479,742	5.4%	1,755,042
Supplies	296,267	288,534	482,097	510,330	582,776	517,276	1.9%	528,776
Capital Outlay	735,177	1,042,724	663,790	676,699	724,185	683,785	2.5%	691,785
Other	22,491,223	22,680,903	23,092,285	25,770,684	26,568,993	27,390,269	100.0%	29,587,377
Total Expenditures	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%
Surplus/Deficit	284,990	327,233	1,530,040	330,497	4,667	(106,512)		(392,984)
Beginning Fund Balance	2,740,160	3,025,150	3,352,383	4,882,423	4,602,447	5,212,920		5,212,920
Ending Fund Balance	3,025,150	3,352,383	4,882,423	5,212,920	4,607,114	5,106,408		4,819,936
Percentage of Expenditures	13.5%	14.8%	21.1%	20.2%	17.3%	18.6%		16.3%

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Revenues							
Local Revenue							
Property Taxes	3,170,965	3,171,786	3,257,028	3,329,685	3,517,644	3,527,259	3,436,451
Investment Earnings	42,018	19,501	1,177	154	1,000	1,000	25,000
Athletics	74,615	75,042	55,095	130,822	91,000	116,000	91,000
Charges for Services	67,199	86,077	71,088	169,320	60,000	150,000	105,000
Other	91,833	46,264	65,760	123,508	210,000	80,000	148,000
Total Local Revenue	3,446,630	3,398,670	3,450,148	3,753,489	3,879,644	3,874,259	3,805,451
State Revenue							
Foundation Allowance	13,157,004	13,150,269	13,468,981	13,861,445	14,355,714	14,178,498	14,259,596
Grants	3,623,112	3,843,846	4,373,782	4,922,092	4,715,692	5,292,340	7,114,978
Other	0	0	0	0	0	0	0
Total State Revenue	16,780,116	16,994,115	17,842,763	18,783,537	19,071,406	19,470,838	21,374,574
Federal Revenue							
Title Grants	378,238	329,008	369,648	417,754	401,813	362,905	362,905
IDEA Grants	422,269	408,152	407,469	441,205	441,205	487,725	488,664
Other incl. Pandemic	106,825	212,422	1,144,385	1,144,442	1,209,470	1,211,306	1,316,009
Total Federal Revenue	907,332	949,582	1,921,502	2,003,401	2,052,488	2,061,936	2,167,578
Intermediate Revenue							
Act 18	542,263	471,440	539,745	672,143	540,000	675,000	675,000
Medicaid	164,703	139,735	125,019	126,086	125,000	125,000	125,000
Other	18,463	353,406	42,555	23,128	68,000	20,000	20,000
WLACE - Adult & Alt Ed	879,358	654,074	641,570	618,446	701,700	839,924	809,990
WLACE - JTC	0	0	0	0	0	0	0
WLACE - Other	0	0	0	0	0	0	0
Total Intermediate Revenue	1,604,787	1,618,655	1,348,889	1,439,803	1,434,700	1,659,924	1,629,990
Incoming Transfers & Other							
Prior Period Adjustments	0	0	0	0	0	0	0
WLACE - Duck Creek	0	0	0	55,531	55,600	82,800	82,800
WLACE - JTC	0	0	0	0	0	0	0
WLACE - Other	0	0	0	0	19,822	69,000	69,000
Food Service	37,348	47,114	59,023	65,420	60,000	65,000	65,000
Other	0	0	0	0	0	0	0
Total Transfers & Other	37,348	47,114	59,023	120,951	135,422	216,800	216,800
Total Revenues	22,776,213	23,008,136	24,622,325	26,101,181	26,573,660	27,283,757	29,194,393

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Expenditures							
Basic Program							
Elementary (111)							
Wages	2,679,694	2,716,622	2,645,920	3,111,630	3,206,174	3,336,500	3,347,282
Benefits	1,842,558	1,940,224	1,984,615	2,321,922	2,434,046	2,620,130	3,013,832
Purchased Services	112,679	74,191	41,836	76,227	59,600	52,000	69,000
Supplies	96,691	85,496	147,057	116,462	102,103	123,103	243,103
Capital Outlay	0	0		0	0	0	0
Other	39	156	32	90	100	100	100
Total Elementary	4,731,661	4,816,689	4,819,460	5,626,331	5,802,023	6,131,833	6,673,317
Middle School (112)							
Wages	1,509,305	1,515,805	1,665,785	1,771,360	1,688,060	1,777,310	1,769,435
Benefits	1,037,422	1,050,049	1,212,240	1,310,929	1,282,102	1,321,146	1,540,010
Purchased Services	29,529	22,755	17,746	31,508	33,415	34,415	29,415
Supplies	30,843	35,965	37,792	46,218	85,097	89,097	139,097
Capital Outlay	5,000	4,629	0	1,499	1,500	1,500	1,500
Other	3,601	4,678	1,248	7,255	5,620	5,620	5,620
Total Middle School	2,615,700	2,633,881	2,934,811	3,168,769	3,095,794	3,229,088	3,485,077
High School (113)							
Wages	1,655,873	1,627,544	1,539,521	1,899,722	1,940,875	2,023,250	2,040,150
Benefits	1,191,846	1,184,767	1,163,398	1,469,089	1,488,031	1,536,869	1,784,305
Purchased Services	253,319	276,857	287,038	256,542	337,565	290,965	297,065
Supplies	129,735	81,825	61,157	94,046	74,722	72,722	83,222
Capital Outlay	4,108	149	0	207	5,776	12,776	12,776
Other	14,588	9,108	2,229	11,025	11,778	11,278	10,278
Total High School	3,249,469	3,180,250	3,053,343	3,730,631	3,858,747	3,947,860	4,227,796
Summer School (119)							
Wages	17,103	16,970	41,823	70,386	41,000	41,000	61,000
Benefits	7,721	8,500	20,929	36,386	19,930	19,930	33,850
Purchased Services	2,529	623	0	19,243	12,000	12,000	12,000
Supplies	9,412	23,769	27,728	23,269	26,000	26,000	26,000
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Total Summer School	36,765	49,862	90,480	149,284	98,930	98,930	132,850
Total Basic Instruction	10,633,595	10,680,682	10,898,094	12,675,015	12,855,494	13,407,711	14,519,040

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Added Needs							
Special Education (122)							
Wages	1,155,931	1,210,415	1,119,590	1,264,626	1,325,322	1,288,559	1,272,861
Benefits	756,006	744,975	748,210	841,778	877,507	888,539	1,058,060
Purchased Services	11,010	11,388	7,562	9,194	14,500	14,500	14,500
Supplies	10,272	19,736	11,540	13,756	12,724	12,724	12,724
Capital Outlay	0	0	0	0	0	0	0
Other	367,760	408,642	422,223	431,648	430,000	450,000	450,000
Total Special Education	2,300,979	2,395,156	2,309,125	2,561,002	2,660,053	2,654,322	2,808,145
Compensatory Education (125)							
Wages	475,612	429,244	436,876	139,404	154,299	227,130	223,413
Benefits	305,350	273,416	289,692	105,855	119,823	122,280	160,349
Purchased Services	0	212	0	3,192	5,000	5,000	15,000
Supplies	2,609	3,154	739	1,626	1,424	1,424	1,424
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	477	524	0	0	0
Total Comp. Education	783,571	706,026	727,784	250,601	280,546	355,834	400,186
Vocational Education (127)							
Wages	74,250	94,323	74,250	0	0	0	0
Benefits	52,039	67,572	54,661	0	0	0	0
Purchased Services	13,380	3,167	212	0	0	0	0
Supplies	2,673	521	0	0	0	0	0
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Total Voc. Education	142,342	165,583	129,123	0	0	0	0
Total Added Needs	3,226,892	3,266,765	3,166,032	2,811,603	2,940,599	3,010,156	3,208,331
Adult Education							
Basic Adult Ed (131)							
Wages	75,775	58,970	49,832	35,468	48,271	56,695	57,218
Benefits	40,899	47,031	41,692	25,710	32,741	42,253	44,784
Purchased Services	7,158	3,645	5,660	1,727	6,000	3,500	2,000
Supplies	1,243	485	2	59	500	100	500
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Total Basic Adult Ed.	125,075	110,131	97,186	62,964	87,512	102,548	104,502

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Secondary Adult Ed (132)							
Wages	54,014	53,696	46,324	39,832	54,990	42,075	42,075
Benefits	34,727	44,045	39,596	26,134	39,415	31,098	30,878
Purchased Services	9,196	5,515	2,637	1,107	3,400	3,900	3,826
Supplies	3,566	2,364	2,958	7,371	7,500	6,500	3,500
Capital Outlay	1,723	0	72	0	0	0	0
Other	134	496	128	475	500	500	500
Total Secondary Adult Ed.	103,360	106,116	91,715	74,919	105,805	84,073	80,779
Total Adult Education	228,435	216,247	188,901	137,883	193,317	186,621	185,281
Support Services							
Pupil Support							
Attendance (211)							
Wages	34,357	29,697	37,112	4,207	3,954	4,299	4,299
Benefits	35,353	49,608	37,944	4,567	2,710	2,872	2,891
Total Attendance	69,710	79,305	75,056	8,774	6,664	7,171	7,190
Guidance (212)							
Wages	224,808	225,866	245,096	355,632	360,678	364,306	366,806
Benefits	143,053	147,674	189,243	249,874	254,758	261,151	314,066
Purchased Services	88	0	0	0	885	885	885
Supplies	217	715	649	410	1,985	1,985	1,985
Total Guidance	368,166	374,255	434,988	605,916	618,306	628,327	683,742
Health Services (213)							
Wages	66,540	56,942	61,303	57,342	63,300	105,910	109,510
Benefits	38,928	33,341	37,315	36,040	39,440	62,398	87,444
Purchased Services	4,643	0	138	285	1,200	1,200	1,200
Supplies	3,079	3,164	1,080	1,970	2,800	2,800	2,800
Total Health Services	113,190	93,447	99,836	95,637	106,740	172,308	200,954
Psychologist (214)							
Wages	95,686	97,000	137,500	95,900	126,000	126,000	126,000
Benefits	71,335	66,323	95,259	84,489	83,160	89,462	106,319
Purchased Services	2,809	1,466	473	351	1,200	1,200	1,200
Supplies	1,842	1,794	1,483	3,902	3,400	3,400	3,400
Capital Outlay	0	0	0	0	0	0	0
Other	135	220	520	0	400	400	400
Total Psychologist	171,807	166,803	235,235	184,642	214,160	220,462	237,319
Speech Therapy (215)							
Wages	180,250	182,750	187,750	231,360	237,000	242,500	245,000
Benefits	120,918	124,356	134,667	166,810	174,059	174,807	201,174
Purchased Services	298	116	0	0	300	300	300
Supplies	1,493	1,037	2,429	3,156	2,700	2,700	2,700
Total Speech Therapy	302,959	308,259	324,846	401,326	414,059	420,307	449,174

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Social Work (216)							
Wages	265,740	273,271	278,109	258,120	298,355	306,000	306,000
Benefits	191,969	186,398	197,407	197,588	223,801	231,310	264,528
Purchased Services	4,409	422	178	7,357	8,100	8,100	8,100
Supplies	506	460	1,978	1,800	2,100	2,500	2,500
Capital Outlay	0	0	0	0	0	0	0
Other	150	300	300	150	300	400	400
Total Social Work	462,774	460,851	477,972	465,015	532,656	548,310	581,528
Student Supervision (219)							
Wages	73,366	64,276	42,120	93,362	108,977	116,546	110,402
Benefits	35,587	37,275	26,138	54,343	63,822	68,517	73,509
Purchased Services	0	0	0	0	0	0	0
Supplies	0	0	0	0	0	0	0
Total Student Supervision	108,953	101,551	68,258	147,705	172,799	185,063	183,911
Total Pupil Services	1,597,559	1,584,471	1,716,191	1,909,015	2,065,384	2,181,948	2,343,818
Instructional Staff Support							
Improve Instruction (221)							
Wages	57,268	75,800	10,962	164,912	183,360	205,360	205,360
Benefits	39,788	53,844	7,649	121,836	134,314	148,357	152,222
Purchased Services	39,653	18,479	6,517	8,873	36,077	36,177	36,677
Supplies	0	1,473	0	0	500	500	0
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	0	23,211	0	0	25,000
Total Improvement	136,709	149,596	25,128	318,832	354,251	390,394	419,259
Library-Media (222)							
Wages	69,839	61,302	58,474	62,871	87,050	73,960	72,418
Benefits	32,663	29,960	31,847	35,758	45,586	39,505	54,272
Purchased Services	7,464	6,111	6,111	3,100	2,170	2,170	2,170
Supplies	8,668	7,502	6,873	4,322	8,376	8,376	8,376
Total Library-Media	118,634	104,875	103,305	106,051	143,182	124,011	137,236
Educational Technology (225)							
Wages							27,300
Benefits							22,559
Purchased Services			43,418	81,226	90,000	85,000	85,000
Supplies			110,508	0	5,000	0	0
Total Library-Media	0	0	153,926	81,226	95,000	85,000	134,859
Program Direction (226)							
Wages	357,970	325,377	259,028	270,204	306,695	311,241	306,137
Benefits	235,072	210,356	189,212	187,340	200,672	208,459	223,142
Purchased Services	14,357	9,992	7,392	9,088	10,800	4,000	12,100
Supplies	6,164	4,504	2,686	1,801	2,600	2,500	2,400
Capital Outlay	0	0	0	0	0	0	0
Other	595	172	290	749	500	500	500
Total Program Direction	614,158	550,401	458,608	469,182	521,267	526,700	544,279

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Assessment (227)							
Purchased Services	19,404	7,200	0	20,500	21,000	21,000	21,000
Supplies	2,550	6,397	0	0	3,000	1,000	1,000
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Total Assessment	21,954	13,597	0	20,500	24,000	22,000	22,000
Other Instr Support (229)							
Wages							
Benefits							
Total Other Instr Support	0	0	0	0	0	0	0
Total Instruction Staff Support	891,455	818,469	740,967	995,791	1,137,700	1,148,105	1,257,633
General Administration							
Board of Education (231)							
Purchased Services	58,725	57,205	48,187	66,137	65,000	70,000	70,000
Supplies	1,293	793	565	1,821	1,500	1,500	1,500
Capital Outlay	0	0	0	0	0	0	0
Other	4,359	0	12,192	10	5,000	5,000	5,000
Total Board of Education	64,377	57,998	60,944	67,968	71,500	76,500	76,500
Superintendent (232)							
Wages	221,481	233,121	240,178	252,879	260,170	280,920	280,920
Benefits	138,697	146,182	158,622	170,108	173,975	185,541	223,149
Purchased Services	8,886	6,500	5,928	9,954	13,000	10,000	10,000
Supplies	7,127	13,610	9,995	9,328	11,000	11,000	11,000
Capital Outlay	0	0	0	0	0	0	0
Other	10,311	8,147	8,773	3,386	12,000	10,000	10,000
Total Superintendent	386,502	407,560	423,496	445,655	470,145	497,461	535,069
Total General Administration	450,879	465,558	484,440	513,623	541,645	573,961	611,569
School Administration							
Principals Office (241)							
Wages	624,647	655,737	746,347	826,655	837,333	828,288	831,834
Benefits	428,803	478,880	550,689	637,855	645,018	574,475	709,886
Purchased Services	6,315	4,689	10,963	15,712	14,076	14,076	14,076
Supplies	21,579	28,539	24,475	25,964	21,511	21,511	21,511
Capital Outlay	0	0	0	0	0	0	0
Other	2,890	2,910	2,250	3,711	1,587	1,587	1,587
Total Principals Office	1,084,234	1,170,755	1,334,724	1,509,897	1,519,525	1,439,937	1,578,894
Other School Admin (249)							
Graduation Services	0	0	0	5,434	0	5,000	10,000
Graduation Supplies	4,899	4,789	6,926	6,619	10,000	5,000	10,000
Total Other School Admin.	4,899	4,789	6,926	12,053	10,000	10,000	20,000
Total School Administration	1,089,133	1,175,544	1,341,650	1,521,950	1,529,525	1,449,937	1,598,894

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Business Services							
Fiscal Services (252)							
Wages	215,658	229,191	214,138	213,800	226,000	228,500	228,500
Benefits	138,770	169,959	158,297	149,391	152,384	165,648	196,435
Purchased Services	1,000	3,398	3,542	7,937	10,000	10,000	10,000
Supplies	1,188	2,926	2,142	1,272	2,000	2,000	2,000
Capital Outlay	0	0	0	0	0	0	0
Other	587	172	9,972	10,748	10,000	10,000	10,000
Total Fiscal Services	357,203	405,646	388,091	383,148	400,384	416,148	446,935
Other Business Serv (259)							
Purchased Services	17,850	8,244	8,173	8,387	8,900	8,900	8,900
Other	120,190	108,662	52,388	28,695	73,000	43,000	43,000
Total Other Business	138,040	116,906	60,561	37,082	81,900	51,900	51,900
Total Business Services	495,243	522,552	448,652	420,230	482,284	468,048	498,835
Operations & Maintenance							
Operations (261)							
Wages	121,020	137,323	139,083	174,363	177,024	211,719	235,485
Benefits	76,059	90,019	98,302	131,433	123,065	158,552	199,333
Purchased Services	668,957	662,881	817,198	874,388	832,200	826,700	907,300
Supplies	637,393	518,595	685,082	673,524	645,700	644,200	654,700
Capital Outlay	679	11,728	0	19,250	15,000	15,000	0
Other	257	164	510	365	500	500	500
Total Operations	1,504,365	1,420,710	1,740,175	1,873,323	1,793,489	1,856,671	1,997,318
Security Services (266)							
Wages	3,074	13,095	142	0	0	0	0
Benefits	2,333	10,193	413	0	0	0	0
Purchased Services	13,044	4,281	12,578	6,835	10,000	20,000	38,000
Supplies	13	2,085	2,278	0	2,000	2,000	2,000
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Total Security	18,464	29,654	15,411	6,835	12,000	22,000	40,000
Total Operations & Maint	1,522,829	1,450,364	1,755,586	1,880,158	1,805,489	1,878,671	2,037,318
Pupil Transportation (271)							
Wages	441,392	453,554	436,513	463,029	498,596	531,580	525,150
Benefits	252,029	275,549	278,110	289,656	311,310	331,789	391,853
Purchased Services	104,683	85,440	45,781	71,544	71,600	65,700	70,700
Supplies	193,345	142,034	119,871	209,912	188,200	193,100	221,600
Capital Outlay	127,344	90,719	147,378	47,300	178,000	160,500	160,000
Other	208	1,008	94	943	500	500	500
Total Transportation	1,119,001	1,048,304	1,027,747	1,082,384	1,248,206	1,283,169	1,369,803

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Central Support							
Public Relations (282)							
Purchased Services	3,714	301	3,560	2,861	5,000	13,100	13,100
Supplies	0	0	0	0	0	0	0
Total Public Relations	3,714	301	3,560	2,861	5,000	13,100	13,100
Human Resources (283)							
Wages	0	0	0	0	0	0	0
Benefits	0	0	0	0	0	0	0
Purchased Services	36,697	26,891	25,871	22,055	29,600	27,500	27,500
Supplies	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0
Total Human Resources	36,697	26,891	25,871	22,055	29,600	27,500	27,500
Technology (284)							
Wages	76,517	77,247	68,079	71,123	74,472	74,472	89,620
Benefits	58,032	58,474	56,090	59,783	65,694	65,457	87,211
Purchased Services	63,149	30,595	72,476	54,236	58,500	58,500	58,500
Supplies	64,892	31,493	26,151	80,238	80,500	80,500	80,500
Capital Outlay	0	0	0	0	0	0	0
Other	68,913	62,308	60,933	63,629	61,000	61,000	61,000
Total Technology	331,503	260,117	283,729	329,009	340,166	339,929	376,831
Registrar (285)							
Wages	32,337	30,291	30,150	30,780	31,346	32,780	32,780
Benefits	16,235	16,211	16,555	16,752	17,963	19,219	19,219
Purchased Services	11,285	11,192	0	0	11,000	11,000	11,000
Other	36,240	37,036	36,644	49,797	37,000	37,000	37,000
Total Registrar	96,097	94,730	83,349	97,329	97,309	99,999	99,999
Other Central Support (289)							
Wages	17,674	4,455	917	1,022	26,400	26,400	26,400
Benefits	3,009	26	13	214	13,784	14,029	17,425
Purchased Services	223	2,742	523	3,734	3,000	3,000	3,000
Supplies	897	275	1,148	2,120	2,000	2,000	2,000
Capital Outlay	0	0	0	0	0	0	0
Total Other Central	21,803	7,498	2,601	7,090	45,184	45,429	48,825
Total Central Support	486,100	389,236	395,550	455,483	512,259	512,857	553,155

Whitehall District Schools
Statement of Revenues and Expenses
General Fund - History by Function

Function	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Athletics (293)							
Wages	199,540	215,488	239,935	323,547	303,000	303,000	268,000
Benefits	90,724	81,731	85,892	143,251	161,335	164,130	180,197
Purchased Services	148,937	110,528	101,785	146,849	107,700	127,000	179,500
Supplies	45,054	43,079	70,730	114,623	89,000	135,500	186,500
Capital Outlay	10,019	12,156	1,624	7,495	1,500	1,500	1,500
Other	18,290	13,527	11,692	19,914	16,400	16,400	16,400
Total Athletics	512,564	476,509	511,658	755,679	678,935	747,530	832,097
Community Services							
Community Serv - Direct (311)							
Wages	0	0	0	0	0	0	0
Benefits	0	0	0	0	0	0	0
Purchased Services	0	0	0	0	0	0	0
Supplies	0	0	0	0	0	0	0
Total Community Activities	0	0	0	0	0	0	0
Community Serv - Recr (321)							
Wages	0	5,907	18,617	66,616	67,762	85,612	85,612
Benefits	0	2,437	8,021	28,131	36,394	46,843	57,891
Purchased Services	0	6,942	3,104	7,022	6,000	16,000	21,000
Supplies	498	16,445	9,596	52,286	24,000	24,000	27,000
Capital Outlay	0	0	0	0	0	0	0
Other	0	0	0	1,405	2,000	2,000	3,000
Total Community Activities	498	31,731	39,338	155,460	136,156	174,455	194,503
Total Community Services	498	31,731	39,338	155,460	136,156	174,455	194,503
Transfers & Capital							
Purchased Services	0	0	0	0	0	0	0
Supplies	0	0	0	0	0	0	0
Capital Outlay	147,395	168,984	333,023	434,580	433,000	353,000	353,000
Other	85,931	385,186	40,896	18,969	4,000	1,000	11,000
Total Transfers & Capital	233,326	554,170	373,919	453,549	437,000	354,000	364,000
Total Payments and Transfers	233,326	554,170	373,919	453,549	437,000	354,000	364,000
Total Expenditures	22,491,223	22,680,903	23,092,285	25,770,684	26,568,993	27,390,269	29,587,377
Surplus/Deficit	284,990	327,233	1,530,040	330,497	4,667	(106,512)	(392,984)

Whitehall District Schools
Statement of Revenues, Expenses, and Fund Balance
Community Services Fund

Program	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Revenues							
General WLACE	86,238	1,167	2	9	0	0	10,000
Headstart	887,296	983,347	1,008,351	997,768	975,865	1,156,119	1,249,253
Great Start Readiness Program	1,920,695	1,964,777	1,822,959	2,206,997	2,334,438	1,948,795	1,981,210
Lighthouse & After School	663,702	675,588	891,109	1,318,142	1,387,000	1,611,000	1,908,100
Enrichment & Other	45,613	27,065	4,944	20,065	19,000	16,000	16,000
Playgroups	7,543	2,376	0	0	0	0	0
Total Revenues	3,611,087	3,654,320	3,727,365	4,542,981	4,716,303	4,731,914	5,164,563
Expenditures							
General WLACE	(59,151)	(63,682)	(30,249)	44,231	55,800	82,800	52,633
Headstart	887,296	983,347	1,008,351	997,539	975,865	1,156,119	1,249,253
Great Start Readiness Program	2,075,506	1,969,405	1,830,695	2,206,997	2,334,438	1,948,795	1,981,210
Lighthouse & After School	675,387	641,418	851,852	847,666	1,363,998	1,567,888	1,964,412
Enrichment & Other	62,376	51,506	19,835	22,060	17,480	23,720	23,720
Playgroups	3,455	2,427	0	0	0	0	0
Total Expenditures	3,644,869	3,584,421	3,680,484	4,118,493	4,747,581	4,779,322	5,271,228
Surplus/(Deficit)							
General WLACE	145,389	64,849	30,251	(44,222)	(55,800)	(82,800)	(42,633)
Headstart	0	0	0	229	0	0	0
Great Start Readiness Program	(154,811)	(4,628)	(7,736)	0	0	0	0
Lighthouse & After School	(11,685)	34,170	39,257	470,476	23,002	43,112	(56,312)
Enrichment & Other	(16,763)	(24,441)	(14,891)	(1,995)	1,520	(7,720)	(7,720)
Playgroups	4,088	(51)	0	0	0	0	0
Total Surplus/(Deficit)	(33,782)	69,899	46,881	424,488	(31,278)	(47,408)	(106,665)
Beginning Fund Balance	164,163	130,381	200,280	247,161	621,687	671,649	671,649
Ending Fund Balance	130,381	200,280	247,161	671,649	590,409	624,241	564,984
Percentage of Expenditures	3.6%	5.6%	6.7%	16.3%	12.4%	13.1%	10.7%
Non-Grant Percent of Expense	19.1%	31.7%	29.4%	73.5%	41.1%	37.3%	27.7%

Whitehall District Schools
Statement of Revenues, Expenses, and Fund Balance
Food Service Fund

Object	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Revenues							
Local	265,091	243,521	31,778	50,153	41,000	33,000	54,000
State	62,405	43,101	54,548	182,774	31,721	56,598	56,598
Federal	632,440	1,361,485	2,742,903	2,265,536	2,226,000	2,139,000	1,269,000
Other	931	16,608	9,874	1,108	1,000	1,000	1,000
Total Revenues	960,867	1,664,715	2,839,103	2,499,571	2,299,721	2,229,598	1,380,598
Expenditures							
Wages	228,697	256,094	301,018	418,974	443,000	587,000	528,000
Benefits	111,528	129,771	164,322	221,038	248,444	327,681	305,643
Purchased Services	157,401	120,042	98,046	54,716	67,000	53,000	71,500
Supplies, incl Food & Drink	478,193	800,490	1,160,379	992,964	1,075,800	765,500	1,235,500
Capital Equipment	36,175	11,369	0	37,663	300,000	750,000	450,000
Miscellaneous	8,184	9,577	71	8,917	10,000	21,000	15,000
Outgoing Transfers	37,348	47,114	527,651	368,182	335,000	365,000	75,000
Total Expenditures	1,057,526	1,374,457	2,251,487	2,102,454	2,479,244	2,869,181	2,680,643
Surplus/Deficit	(96,659)	290,258	587,616	397,117	(179,523)	(639,583)	(1,300,045)
Beginning Fund Balance	274,401	177,742	468,000	1,055,616	1,124,225	1,452,733	1,452,733
Ending Fund Balance	177,742	468,000	1,055,616	1,452,733	944,702	813,150	152,688
Percentage of Expenditures	16.8%	34.0%	46.9%	69.1%	38.1%	28.3%	5.7%

Whitehall District Schools
Statement of Revenues, Expenses, and Fund Balance
Technology & Security Fund

Object	2018-19 Audited	2019-20 Audited	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Revenues							
ISD Levy	383,914	398,466	415,462	424,916	450,000	450,000	450,000
Other	1,651	542	1	0	0	0	0
Total Revenues	385,565	399,008	415,463	424,916	450,000	450,000	450,000
Expenditures							
Classroom Equip & Staff	236,430	184,533	190,759	231,481	241,190	242,166	255,206
Innovative Prof Dev	0	0	0	0	1,000	1,000	1,000
Educ Technology Support	124,743	160,048	75,460	0	23,277	23,519	200
Security Improvements	21,400	111,190	16,800	18,450	180,000	180,000	190,000
Total Expenditures	382,573	455,771	283,019	249,931	445,467	446,685	446,406
Surplus/Deficit	2,992	(56,763)	132,444	174,985	4,533	3,315	3,594
Beginning Fund Balance	108,222	111,214	54,451	186,895	16,984	361,880	361,880
Ending Fund Balance	111,214	54,451	186,895	361,880	21,517	365,195	365,474
Percentage of Expenditures	29.1%	11.9%	66.0%	144.8%	4.8%	81.8%	81.9%

Whitehall District Schools
Statement of Revenues, Expenses, and Fund Balance
Activity Fund

Object	2020-21 Audited	2021-22 Audited	2022-23 Original	2022-23 Amend #1	2022-23 Amend #2
Revenues					
District	153,143	22,938	24,950	16,700	21,600
WLACE	8,346	3,238	4,530	6,500	8,000
Shoreline	5,497	19,144	18,330	19,100	12,100
Ealy	13,696	9,113	9,330	9,100	15,500
Middle School	64,147	39,952	31,300	31,920	27,000
High School	74,235	64,059	59,763	61,200	80,800
Athletics	163,157	189,322	173,630	186,880	197,100
Classes	2,610	8,688	10,560	9,200	9,250
Scholarships	23,875	66,311	75,390	50,550	81,050
Total Revenues	508,706	422,765	407,783	391,150	452,400
Expenditures					
District	13,394	15,015	42,750	35,200	52,700
WLACE	11,899	8,163	8,670	11,450	12,900
Shoreline	6,744	17,933	19,000	19,000	19,000
Ealy	10,618	15,089	13,280	14,620	19,720
Middle School	14,329	32,688	52,080	45,900	45,500
High School	34,791	51,208	69,830	63,000	100,100
Athletics	95,441	220,085	188,160	168,100	178,500
Classes	8,434	10,826	20,664	15,340	16,340
Scholarships	64,402	43,331	62,940	50,300	47,450
Total Expenditures	260,052	414,338	477,374	422,910	492,210
Surplus/Deficit	248,654	8,427	(69,591)	(31,760)	(39,810)
Beginning Fund Balance	(3,285)	245,369	227,712	253,796	253,796
Ending Fund Balance	245,369	253,796	158,121	222,036	213,986
Percentage of Expenditures	94.4%	61.3%	33.1%	52.5%	43.5%

Definitions of Operating Expenditure Categories:

Instructional Expenditures – Instruction includes the activities dealing directly with the teaching of pupils or the interaction between teacher and pupils. Teaching may be provided for pupils in a school classroom or in another location. Included here are the activities of classroom teachers, classroom aides, teacher assistants, supplies and machines that directly aid in the instructional process. This includes basic instruction, pre-school, summer school, and added needs instruction, which covers special education and other compensatory programs. CEPI also includes athletic program expenditures in this category.

Pupil Support Services - Consist of those activities that are designed to assess and improve the well-being of pupils and to supplement the teaching process. Included in this area are the cost of guidance counselors, occupational therapy and other health services, psychological services, speech pathology, social work, and other pupil support activities.

Instructional Staff Support Services - Consist of activities associated with assisting the instructional staff with the content and process of providing learning experiences for pupils. These activities include curriculum development, techniques of instruction, in-service training for instructional staff, library and educational media services, and supervision and direction of instructional services and program compliance.

General Administration - Consist of those activities concerned with establishing policy, operating schools and the school system, and providing the essential facilities and services for the staff and pupils. Also included are community relations. This area covers the board of education and superintendent's office.

School Administration - Consist of those activities concerned with overall administrative responsibility for a single school. This covers the office of the principal and related building-specific administrative staff.

Business Services - Activities concerned with purchasing, paying, transporting, exchanging and maintaining goods and services for the school district. This includes fiscal services, which covers budgeting, accounting, and payroll services, as well as costs associated with short-term borrowing.

Operations and Maintenance - Activities concerned with keeping the physical plant open, clean, and ready for daily use, as well as maintaining order and safety in school buildings. They include operating the heating, lighting, and ventilation systems, and repairing facilities/equipment. Also included are operating building leases, property and liability insurance, janitorial and ground maintenance costs.

Transportation - Activities concerned with the conveyance of pupils to and from school. It includes trips between home and school or trips to school activities. All other direct costs related to pupil transportation should be included under this function, i.e., physical exams, uniforms, school bus driver licenses, awards, bus monitors, etc.

Central and Other Support Services - Activities other than general administration that support each of the other instructional service programs. This covers a number of areas, including human resources, technology services, pupil accounting, and other support services. Human resources covers such activities as recruiting and placement, staff transfers, in-service training, health services, staff accounting, and staff relations and negotiations. Technology services include supporting administrative networks, maintaining administrative information systems, and processing data for administrative and managerial purposes. Includes costs associated with the administration and supervision of technology personnel,

systems planning and analysis, systems application development, systems operations, network support services, and hardware maintenance and support.

Community Services – Services provided by the school system for the community as a whole or some segment of the community, such as community recreation programs, civic activities, public libraries, programs of custody and care of children, and community welfare activities.

Facilities Acquisition - Activities concerned with initially acquiring and improving sites. This includes architectural services, site work, construction, and building improvements.

Debt Service – Payments made for principal and interest on short- or long-term obligations.

Capital Outlay - Expenditures for the acquisition of fixed assets or additions to fixed assets. They are expenditures for land or existing buildings, improvements of grounds, construction of buildings, additions to buildings, remodeling of buildings, initial equipment, additional equipment, and replacement of equipment.

Other Transactions – Payments to other school districts in a sub-grantee relationship, and prior period adjustments.

Fund Modifications – Inter-fund transactions paid to distinct funds within the district's control to support operations in that fund.

Item 12

Resolution to Hold June Budget Hearing

☐ Information/Discussion

☒ Action

BACKGROUND:

We are required by law to conduct a budget hearing before the adoption of a new budget for the upcoming fiscal year. The 2023-24 budget must be passed by the Board of Education prior to the start of the fiscal year, which begins on July 1. The new budget will be part of the June 19 Board meeting.

Attached is a resolution calling for the hearing and a sample of the notice that will be published in the local newspaper.

RECOMMENDATION:

...to adopt the attached resolution authorizing publication of the notice to hold a budget hearing on the 2023-24 budget on June 19, 2023 at 6:30 p.m.

**BUDGET HEARING WITH TRUTH IN TAXATION INFORMATION
RESOLUTION TO ESTABLISH PROPOSED MILLAGE AND SCHEDULE HEARING**

Whitehall District Schools, Muskegon County, Michigan (the "District").

A regular meeting of the Board of Education (the "Board") of the District was held in the Whitehall District Schools Community Services Building, Board of Education Room in the District, on the 15th day of May, 2023, at 6:30 o'clock in the evening.

The meeting was called to order by Rachel Fekken, President.

Present: _____

Absent: _____

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS:

1. It is necessary for the Board of Education to hold a public hearing on the District's proposed budget for the fiscal year beginning July 1, 2023; and
2. The public hearing pursuant to the Truth in Taxation Act may be incorporated into the public hearing on the District's proposed budget;

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to said Act 5, proposes a tentative levy of not to exceed 18.0000 mills on non-homestead property for operating purposes in 2023-24.
2. A public hearing shall be held on June 19, 2023, at 6:30 o'clock p.m. at Whitehall District Schools Whitehall, Michigan for the purpose of receiving testimony and discussing the millage rate levy and budget for the 2023-24 fiscal year.
3. The Secretary of the Board of Education is hereby authorized and directed to publish notice of such public hearing, said notice to be substantially in the form of attached notice, in a newspaper of general circulation within the school district. The notice shall be published not less than six (6) days before the public hearing; shall specify the time, date, and place of the public hearing; and shall comply with all the requirements of said Act 5.
4. The Superintendent and/or his designee are hereby authorized and directed to take or cause to be taken such other action as may be required to comply with the Truth in Taxation Act and other Michigan laws pertaining to the adoption of the District's proposed budget.
5. The administration shall post notice of the public hearing in compliance with the Michigan Open Meetings Act.

6. All resolutions in conflict herewith in whole or in part are hereby revoked to the extent of such conflict.

Ayes: _____

Nays: _____

Motion declared adopted.

Secretary, Board of Education or Designee

The undersigned duly qualified and acting Secretary of the Board of Education of Whitehall District Schools, Muskegon County, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at meeting held on May 15, 2023, the original of which resolution is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education or Designee

**WHITEHALL DISTRICT SCHOOLS
NOTICE OF A PUBLIC HEARING
ON PROPOSED 2023-2024 BUDGET**

PLEASE TAKE NOTICE that on June 19, 2023, 2023, at 6:30 o'clock p.m., at 541 East Slocum Street, Whitehall, Michigan, the Board of Education of Whitehall District Schools will hold a public hearing to consider the District's proposed 2023-2024 budget.

The Board may not adopt its proposed 2023-2024 budget until after a public hearing. A copy of the proposed 2023-2024 budget, including the proposed property tax millage rate, is available for public inspection during normal business hours at 541 East Slocum Street, Whitehall, Michigan.

The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing.¹

This notice is given by order of the Board of Education.

Secretary

¹ This sentence must be printed in 11-point boldfaced type as shown.

Item 13

Chromebook Purchase

☐ Information/Discussion

☒ Action

BACKGROUND:

Each year we have been making chromebook purchases to replace older devices and keep our devices up-to-date for students. An organization called REMC (Regional Education Media Centers) conducts a bid process that complies with the State of Michigan bidding requirements. There are many devices and we use the bid results for chrome books, PC laptops, and PC desktops.

For the chrome books we are requesting approval for the following purchase plan:

- ◆ Principal Beth Whaley has requested 7 cabinets of 8 devices for 1st Grade. She would like to repeat this for Kindergarten in 2024.
- ◆ At Ealy, we normally buy devices for one grade per year. This year, we'd like to purchase devices for the 5th Grade. There are currently 126 students coming into 5th Grade.
- ◆ At the Middle School, we'd like to replace the oldest devices which will be in next year's 7th Grade. There are 140 students moving into that grade.
- ◆ We believe the High School is all set for devices as many students opt to use their own.
- ◆ Duck Creek has about 100 student and we'd like to get them on a plan to buy 25 devices per year.

We like to have some extra devices for lost/damaged ones and for new enrollees. The total recommended quantity is 375 (347 plus 28 extra).

The bid results for 11" chrome books are:

Lenovo 100e Gen 4	CDW	MediaTek chip, 4 GB RAM, 2032	\$201.83
Dell 3110	Presidio	Intel chip, 4GB RAM, 2029	\$202.00
HP 11 Gen 9	Presidio	Intel chip, 4GB RAM, 2029	\$219.96
Lenovo 100e Gen 3	CDW	Intel chip, 8GB RAM, 2030	\$235.29

We have had Lenovo in the past and would be fine ordering that again. We'd like to go with the Gen 3 model because we believe the Intel chip and larger memory will be better for students. There is also a Google license that needs to be purchased at a cost of \$30.00 per device.

RECOMMENDATION:

... to approve the purchase of 375 chrome books and licenses from CDW at a cost of \$99,483.70 using Technology & Security Funds.

CHROMEBOOK PURCHASE

WHITEHALL DISTRICT SCHOOLS BOARD OF EDUCATION

May 15, 2023

Each year we have been making chromebook purchases to replace older devices and keep our devices up-to-date for students. An organization called REMC (Regional Education Media Centers) conducts a bid process that complies with the State of Michigan bidding requirements. There are many devices and we use the bid results for chromebooks, PC laptops, and PC desktops.

For the chromebooks we are requesting approval for the following purchase plan:

- ◆ Principal Beth Whaley has requested 7 cabinets of 8 devices for 1st Grade. She would like to repeat this for Kindergarten in 2024.
- ◆ At Ealy, we normally buy devices for one grade per year. This year, we'd like to purchase devices for the 5th Grade. There are currently 126 students coming into 5th Grade.
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We have had Lenovo in the past and would be fine ordering that again. We'd like to go with the Gen 3 model because we believe the Intel chip and larger memory will be better for students. There is also a Google license that needs to be purchased at a cost of \$30.00 per device.

Recommended Motion:

... to authorize the purchase of 375 chromebooks and licenses from CDW at a cost of \$99,483.75 using Technology & Security Funds.

Item 14

WESPA Bargain

☐ Information/Discussion

☒ Action

BACKGROUND:

WDS has come to agreement on a multi-year transportation agreement. The working relationship between the WESPA and the district has been strong and supportive. You are being asked to approve the contract between WESPA and the WDS.

The contract is attached with changes in bold and yellow and deletions in red with strikethrough.

RECOMMENDATION:

. . . to approve the contract between WESPA and WDS

WESPA Contract Table of Contents

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AGREEMENT

This Agreement is between the Whitehall District Schools, a state agency (hereinafter referred to as the "Employer"), and the Whitehall District Schools Bus Drivers, Whitehall Educational Support Personnel Association, MEA-NEA (hereinafter referred to as the "Union").

PURPOSE AND INTENT

The general purpose of the Agreement is to set forth terms and conditions of employment to promote orderly and peaceful labor relations for the mutual benefit of the UNION and EMPLOYER, through cooperative effort by said parties and their respective bargaining representatives, which is hereby encouraged to the fullest degree of friendly relations.

To these ends the Employer and the Union encourage to the fullest degree, friendly and cooperative relations between the respective representatives at all levels and among all employees in the best interest of students and the total school program in the application of this Agreement, and in each of the provisions of this contract such intention shall be implied.

ARTICLE I RECOGNITION

Pursuant to and in accordance with all applicable provisions of Act 379 of the Public Acts of 1965 of the State of Michigan, as amended, herein referred to as the "Act", the Employer does hereby recognize the Whitehall Educational Support Personnel Association MEA-NEA, to be the exclusive representative of all full-time and part-time bus drivers, excluding all office clerical, supervisors, as defined in the Act, substitutes, and all others for purpose of collective bargaining in respect to rates of pay, wages, hours of employment, and other conditions of employment.

ARTICLE II

MANAGEMENT RIGHTS

The conduct of school administration, management and operation of its properties and facilities and the direction of its working force are vested in the Employer.

Except as otherwise restricted or modified in the Agreement, or by the Act, the foregoing functions are recognized to include, among others, the right to hire, promote or demote; to transfer and discharge; to layoff for sufficient reasons; to retire employees in accordance with Board Policy 3070, A., revised 5/82; to determine schedule of hours of work and school term; and to make and enforce reasonable rules and regulations to promote safety, efficiency, discipline, order and protection of the Employer's employees, operations, and property from injury, damage or other loss from any source.

The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the Employer, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited by the specific and express terms of this Agreement and only to the extent such specific and express terms are in conformance with the Constitution and Laws of the State of Michigan and the Constitution and Laws of the United States.

ARTICLE III

EMPLOYEE RIGHTS

The purpose of this Article is to establish the rights and responsibilities of the Employer and the Union in the management of the working force and the working conditions.

It is the policy of the Employer to provide a safe and healthy working environment for its employees. The Employer shall be responsible for the safety and health of its employees and shall provide the necessary training, equipment, and facilities to ensure a safe and healthy working environment. The Employer shall also be responsible for the safety and health of its employees and shall provide the necessary training, equipment, and facilities to ensure a safe and healthy working environment. The Employer shall also be responsible for the safety and health of its employees and shall provide the necessary training, equipment, and facilities to ensure a safe and healthy working environment.

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ARTICLE III
STEWARDS AND ALTERNATE STEWARDS

- A. For the purpose of handling complaints and grievances each department shall be represented as follows:
1. Bus Drivers - one (1) steward and one (1) alternate steward
- B. In the event that a problem or grievance should arise, a steward or alternate shall investigate the problem or grievance in the following manner:
1. A bus driver steward or alternate shall not investigate a complaint, or present or handle a grievance during the employees regularly scheduled bus run time, or during any other period when by doing so the regularly scheduled transportation of students to and from classes or other normal and customary school activities would be interrupted or unattended.
 2. Before any steward shall leave regularly scheduled work to investigate a complaint or handle a grievance the steward shall inform the immediate supervisor of such requirement and the estimated time involved, which request, subject to the foregoing regulation (Article V, Section B-1, 2, & 3) shall be granted.
 3. Stewards shall be paid at their regular rate of pay for all authorized time spent for complaints and grievances during their regular working hours as outlined above, subject to the foregoing regulations (Article V, Sections B1,2,3, & 4).
 4. A current list of stewards, alternates and members of the grievance Committee shall be furnished to the Employer by the employees.

ARTICLE IV

GRIEVANCE PROCEDURE

- A. It is the intent of the parties to this Agreement to prevent grievances and to settle any that may occur as fairly and promptly as practical. The time limits required at all steps are important in resolving problems or carrying out the Grievance Procedure. It is understood by both the Union and Employer that when an employee does not advance a problem or grievance to the next step within the specified time limit the problem or grievance has been resolved. Failure of the Employer to answer within the time limits shall be deemed a denial of the grievance and it may then be appealed to the next step.
- B. A grievance is any dispute, controversy or difference between the Union and Employer with respect to the meaning, interpretation or application of any specific article or section of this Agreement or any terms or provisions thereof.
- C. Grievances shall be presented to the Employer during the daytime hours of 8:30 a.m. to 4:30 p.m., on Monday through Friday.
- D. Grievances will be processed in the following manner and within the stated time limits:
1. Step One
An employee with a problem or grievance shall discuss it with the immediate supervisor within seven (7) working days following the day on which the event first occurred; the steward may be present. In cases involving loss of wages, may be presented within eleven (11) working days following the date of such loss with the objective of solving the matter informally.
 2. Step Two
If the matter is not resolved to the satisfaction of the employee at Step One, the steward shall submit the grievance in writing to the immediate supervisor on approved grievance forms within ten (10) working days after the informal meeting. The immediate supervisor shall give a written reply to the grievance within ten (10) working days. The written grievance shall contain the following:
 - a) It should be signed by the grievancer(s) or the Union.

- b) It should contain the facts giving rise to the alleged violation.
- c) It should specify the section or sub-sections of the Agreement alleged to have been violated.
- d) It should contain the date of the alleged violation.
- e) It should specify the relief sought.

3. Step Three

If the matter is not resolved to the satisfaction of the employee at Step Two, the grievance shall be reviewed by the Union's Grievance Committee. If the Union or the employee wish to carry the matter further, the grievance shall be submitted to the superintendent or a designated representative within the ten (10) working days following the immediate supervisor's reply. The superintendent or a designated representative shall give a written reply to the grievance within ten (10) working days.

4. Step Four

Within fifteen (15) days from receipt of the written grievance by the Board, the Board or a Board Review Committee established by the Board, shall meet with the Association's Grievance Chairperson, and/or the grievant(s) for the purpose of arriving at a mutually satisfactory solution to the grievance. A written decision of the Board or Board Review Committee shall be rendered to all principal parties concerned within five (5) days following the meeting of the Board Review Committee.

5. Step Five

If the decision of the Board of Education is not acceptable to the Union, then the Union may, within thirty (30) days of the date of the decision, make a written request to the Board (by delivery to the Secretary of the Board) for arbitration of the grievance, providing such grievance relates to the application or interpretation of this Agreement or disciplinary matter.

- A. After receipt of the Union's request for arbitration, the Employer and the Union shall meet within seven (7) calendar days after the date of receipt of the notice from the Union, in an attempt to make one last effort to resolve the issue. If they are unable to resolve the

dispute at that point, the Union may file at the appropriate office of the American Arbitration Association a formal demand for arbitration provided said dispute involves an alleged violation of a specified article and/or section of this Agreement.

- a. If the Union fails to exercise the privilege of arbitration within a ten (10) workday period following the "last effort" attempt to resolve the dispute, then the grievance shall be deemed resolved.
- b. If the parties are unable to agree upon an arbitrator, (experienced and knowledgeable in school administration and financing) the arbitrator shall be appointed by the American Arbitration Association.
- c. The Arbitrator so selected will confer with the parties and hold hearings promptly and will issue a decision not later than twenty (20) days from the date of the close of the hearing. The Arbitrator's decision shall be in writing and shall set forth the findings of fact, reasoning and conclusions on the issues submitted.
- d. Hearings shall be held at Whitehall, Michigan, in accordance with the rules of the American Arbitration Association.

B. The powers of the Arbitrator are expressly limited as follows:

- a. The arbitrator shall have no power to add to, subtract from, disregard, alter or modify any of the terms of this Agreement.
- b. The arbitrator shall have no power to establish salary scales or change any existing salary schedules.
- c. The arbitrator shall have no power to hear or decide issues other than the one expressly disclosed in the original grievance.
- d. The arbitrator's authority shall be limited to deciding whether a specific article and section of this Agreement has been violated and shall be subject to, in all cases, the rights, responsibilities and authority of the parties under the Michigan General School Laws, or any other national or state laws. The arbitrator shall not usurp the functions of the Board of Education or the proper exercise of its judgment and discretion under law and this Agreement.

- e. The Arbitrator shall have no power to hear or decide any matter properly within the jurisdiction of any other state agency.
 - f. The decision of the arbitrator shall be final and binding if within the scope of the arbitrator's authority.
 - g. The fees and expenses of the arbitrator shall be shared equally by the Employer and the Union. Either party may demand that the evidence and proceedings shall be stenographically reported and the cost thereof and all other expenses shall be borne by the party incurring them, including their own witnesses, provided they furnish the arbitrator and the other party copies of the evidence and proceedings.
 - h. No party, other than the Union, may invoke the arbitration request or process.
- C. An employee may present a grievance to the Employer and have the grievance adjusted, without intervention of the Union or its bargaining representative, if the adjustment is not inconsistent with the terms of this Agreement, provided that the Union has been given the opportunity to have representation present at such adjustment.

ARTICLE V

REPRIMANDS & DISCHARGES

- A. The employer reserves the right to reprimand an employee whose conduct and work performance is unsatisfactory. Discipline of personnel under the provisions of this Agreement will be conducted in accordance with the basic concepts of due process. Any such discipline shall be progressive in nature, except in cases such as theft, possession of illegal drugs, intoxicants, and reckless disregard of self or others while on duty. A copy of the written disciplinary action given the employee will be given to the Union according to the terms of this contract. Any complaint made against employees shall be promptly called to his/her attention and a corrective procedure given to the employee.
- B. Employees shall be notified in writing if they are reprimanded for any subject

matter which may be construed as detrimental to the employee's job security or future promotion or transfer, and on all matters which will become part of the employee's personnel record.

- C. In the event the Employer does take disciplinary action, the employee shall receive a written statement of the disciplinary action within three (3) work days of the initiation of the disciplinary action. In all events of dismissal action the Employer shall send a copy of the Employer's statement to both the Union President and employee.
- D. No employee shall be disciplined, up to and including discharge, without just cause. Discipline, up to and including discharge of a probationary employee shall not be subject to this provision.
- E. In the event an employee is discharged:
 - 1. The discharged employee shall have the right to meet with the steward before the employee is required to leave the property of the Employer.
 - 2. Upon request, the Employer or a designated representative, will discuss the discharge with the employee and the steward.
 - 3. Should the discharged employee consider the discharge to be improper, a complaint shall be presented in writing to the Employer within two (2) regularly scheduled working days of the employee's receipt of the written specific grounds for discharge. The Employer's designated representative will review the discharge and give its answer within three (3) regularly scheduled working days after receiving the complaint. If the decision is not satisfactory to the Employee, the matter shall be referred to Step Three of the Grievance Procedures.
- F. Prior to taking disciplinary action toward an employee, the Employer will hold a conference with the affected employee and a representative of the Union (i.e. union steward, alternate, or union representative) of the employee's choice.

ARTICLE VI
SENIORITY, LAYOFF, AND RECALL

A. Probationary Employees

1. New employees hired in the unit shall be considered as probationary employees for the first sixty (60) working days of their ~~employment~~ **assignment/route**. The working days probationary period shall be accumulated within not more than one (1) year. When an employee completes the probationary period, the employee shall be entered on the seniority list of the unit as ~~of~~ the date of the position is awarded. There shall be no seniority among probationary employees.
2. Probationary employees shall be subject to this agreement in respect to rates of pay, wages, hours of employment and other conditions of employment. A probationary employee may be discharged, disciplined, transferred, laid off for any reasons other than lawful union activity without recourse to the Grievance Procedure.

B. Application of Seniority.

1. Seniority shall be on a departmental basis, in accordance with the employee's last date of hire.
2. Seniority preference shall be granted to employees within their department, willing and able to work a regular full schedule, and to bus drivers willing and able to work a full morning and afternoon regular schedule (noon runs shall qualify as a morning or afternoon schedule). No present or future employee shall be hired, re-hired or transferred who cannot work the regular schedule as above defined.
3. All present employees who are now employed by the Whitehall District Schools who work less than the regular schedule shall be considered a regular employee so long as there is no change in their present status.
4. If regular employees are not available, substitutes may be used.
5. When an employee is awarded a position, the employee shall be provided with a packet outlining the benefits for which the employee is eligible.

Upon successful completion of the probationary period, the employee will return the benefits application to the business office for processing.

C. Seniority Lists.

1. Seniority shall not be affected by race, sex, marital status, age, physical characteristics or dependents of the employee.
2. The seniority list on the date of this Agreement will show the names and job titles of all employees of each department.
 - a) bus drivers
3. The Employer shall furnish the Union President with any changes of the seniority list monthly.

D. Loss of Seniority.

An employee shall lose seniority for the following reasons:

1. The employee quits.
2. When a bus driver is unable to perform the responsibility of the classification due to a change in primary employment, the employee shall maintain but not accumulate seniority for the purpose of bidding on a vacancy in the department for which the employee is qualified for a period of one (1) year.
3. The employee is discharged and the discharge is not reversed through the procedure set forth in this Agreement.
4. The employee is absent for three (3) consecutive working days without notifying the Employer. After such absence, the Employer will send written notification to the employee at the last known address appearing in the Employer's records that the employee has lost seniority, and employment has been terminated. In proper cases, exceptions may be made.
5. If the employee does not return to work when recalled from layoff as set forth in the recall procedure.
6. Return from sick leave and leaves of absence will be treated the same as four (4) above.

E. Seniority of Stewards.

Notwithstanding their positions on the seniority list, stewards in the event of a layoff of any type shall be continued at work as long as there is a job in their

department for which they qualify and shall be recalled to work in the event of a layoff on the first open job in their department for which they qualify. This provision shall apply only during the steward's term of office. Once the person leaves the office, he/she shall return to his/her original position on the seniority and/or layoff list.

F. Seniority of Officers.

Notwithstanding their position on the seniority list, the president, vice president, financial secretary and recording secretary of the local unit in the event of layoff shall be continued at work as long as there is a job in their department for which they qualify. This provision shall apply only during the officer's term of office. Once the person leaves the office and serves no longer in any officer capacity, he/she shall return to his/her original position on the seniority and/or layoff list.

G. Layoff Defined

1. The word "layoff" means a reduction in the working force. It is hereby specifically recognized that it is within the sole discretion of the board to reduce its program and/or staff and that the procedures set forth in this Article shall be used in laying off personnel.
2. If it becomes necessary for a layoff, the following procedures will be mandatory in each department.
 - a) Probationary employees will be laid off first, and then,
 - b) Employees with the least seniority within their department will be the next to be laid off.
3. Employees to be laid off for an indefinite period of time will have at least twenty-one (21) calendar days notice of layoff except in cases of impossibility because of emergency to do so. The local unit president shall be issued a list from the Employer of the employees being laid off on the same date the notices are issued to the employees.

H. School Year Layoffs/Reductions/Restructuring Procedure

1. The Employer shall select the position(s), if any, to be eliminated. The least senior employees shall be laid off, if necessary. Those employees whose positions have been eliminated shall select positions on a seniority basis from those vacated by the layoff, or restructuring.

2. Any displaced employee not present at the job auction shall give his/her proxy to another employee or waive his/her right to bump and may be placed by the Employer in any vacant position for which they possess the qualifications to perform in the position.

I. Recall Procedures.

When the working force is increased after a layoff, employees will be recalled in reverse order of layoff. Notice of recall shall be sent to the employee at the last known address appearing in the Employer's records by registered or certified mail. If an employee fails to report for work within ten (10) days from date of mailing of notice of recall, the employee shall be considered a quit.

ARTICLE VII

ASSIGNMENTS AND VACANCIES

A. Assignment and Development of bus routes.

1. Assignment of bus routes shall be based on seniority and the ability of the employee to perform the necessary requirements for the assignment.
2. For bidding/assignments purposes, the transportation supervisor will determine routes that consist of a morning and afternoon, either single or double run.

B. Posting and Bidding Procedure.

1. A vacancy shall be defined as any previously filled position or newly created position the district intends to fill. A vacancy is only open for bidding during the summer bid meeting.
2. If a vacancy is going to be filled during the school year, the transportation supervisor may appoint a substitute driver for the remainder of the school year. A vacancy shall be posted and a bid meeting held two weeks prior to the start of the school year. Bus drivers shall be permitted to select from the vacancy list on a seniority basis.
3. The District declares its support of a policy of promotion from within its own staff, including promotion to supervisory and executive levels, providing the employee has the necessary qualifications. Seniority in the classification shall be the determining factor if two or more employees are equally qualified. The district reserves the right to hire the best-qualified person, be that a current employee or a new hire.
4. If a mid-day route is available and compatible with a route, it will be available to the most senior driver.

~~A. Assignment and Development of bus routes. (three year route package)~~

- ~~1. Assignment of bus routes shall be based on seniority and the ability of the employee to perform the necessary requirements for the assignment.~~
- ~~2. The district prefers stability on routes as it generally benefits both the families and drivers when healthy relationships develop and key signals (house lights on, garage door open, etc.) indicate a family member is home. Given that, the district prefers morning and afternoon runs to be the same routes.~~

~~3. For bidding/assignments purposes, the transportation supervisor will determine routes that consist of a morning and afternoon, either single or double run.~~

~~4. Each summer, open routes will be available for bidding by drivers without a three-year route assignment or by all drivers if during the three-year bid cycle. An open route will occur if a person resigns/retires during the previous year or if a route is changed by more than 25% based on the number of stops. A route that opens during the year may be filled by the supervisor for the remainder of the year, but must be posted the next summer for bidding by eligible drivers. A route may also open if, during the three-year bid cycle, a driver decides to take a different route at bidding (domino effect okay).~~

~~5. During bidding, if a mid-day route is available and compatible with a route, it will be available to the most senior driver whether that driver is keeping the prior year's route or not.~~

~~B. Posting and Bidding Procedure:~~

~~1. A vacancy shall be defined as any previously filled position or newly created position the district intends to fill.~~

~~2. If a vacancy in a previously filled position is going to be filled, the transportation supervisor may appoint a driver for the remainder of the school year. The route must then be posted for bidding at the summer bid meeting. It shall be posted within fifteen (15) working days of the position being vacated. Vacancies will be posted for a period of seven (7) working days. In the event that the position is not posted in the above timelines, the Association president will be notified in writing as soon as possible, but in no case longer than fifteen (15) days of the rationale of the delay.~~

~~3. Bidding. Any bargaining unit member may sign the posting during the seven (7) days period.~~

~~4. The District declares its support of a policy of promotion from within its own staff, including promotion to supervisory and executive levels, providing the employee has the necessary qualifications. In filling a vacancy, consideration will be given to all applicants. Seniority in the classification shall be the determining factor if two or more employees are equally qualified. The district reserves the right to hire the best qualified person, be that a current employee or a new hire.~~

~~5. An employee awarded a change in position shall serve a trial period in the~~

~~new position. During the trial period the employee may decide to return to his/her former position. Trial periods will be for a period of three (3) working days unless a different period is mutually agreed upon between the supervisor and the affected employee.~~

~~6. The position shall be awarded or denied within seven (7) working days after the posting period.~~

C. Emergency Situation.

1. In the event an employee is unable to perform the regular duties due to an emergency situation, if the employer chooses to fill the position, the employer shall fill the position on a temporary basis until the employee returns to the position or vacates the position. Upon completion of employment equal to the probationary period in a position as a temporary employee, the employee shall be considered a bargaining unit member.
2. Supervisor and employees not covered in the bargaining unit shall not perform work which is normally performed by employees in the bargaining unit except in an emergency or when there are no employees in the bargaining unit reasonably available.

D. Transfers.

If an employee is transferred to a position under the employer not included in the local unit, and is thereafter transferred again to a position within the local unit, the employee shall have accumulated seniority while working in the position to which the employee was transferred. Employees returning to the local unit under the above circumstances shall retain all rights accrued for the purposes of any benefits provided for in this agreement.

ARTICLE VIII COMPENSATION

A. Wages.

Hourly

Transportation Class	Level 1 (yr 1-2) 4/3/2022 — 6/30/2023	Level 2 (yr 3-5+) 4/3/2022 — 6/30/2023
Bus Driver	47.25	48.25
Sp. Ed. Route	47.50	48.50

~~One time \$250 stipend for all drivers~~

Transportation Class	23-24 (\$1.00/1.00)		24-25 (\$.75/.75)		25-26 (\$.50/.75)	
Experience	Level 1 (yr 1-2)	Level 2 (yr 3+)	Level 1 (yr 1-2)	Level 2 (yr 3+)	Level 1 (yr 1-3)	Level 2 (yr 4+)
Bus Driver	18.25	19.25	19.00	20.00	19.50	20.75
Sp. Ed. Route	18.50	19.50	19.25	20.25	19.75	21.00

1. Advancement. Employees will advance to the next level of the salary schedule on July 1st, after a length of service indicated at their level of pay and upon receipt of an effective evaluation.
2. An incoming employee may be placed at a level which is mutually agreeable to the employee and the District. The level placement cannot exceed the actual years of experience. The employee shall sign a statement waiving rights to any subsequent reconsideration of level placement.
3. Bus drivers assigned an Elementary and Secondary run will be paid a minimum of two (2) hours. Bus drivers will be guaranteed one (1) hour of pay at the regular rate for an individual run.

B. Emergency Closing of School.

1. For bus drivers: If school is closed due to an emergency situation, bus drivers will not be paid. Any days rescheduled will be paid. Days shall be rescheduled only if needed for the purposes of state aid. If an employee

reports to work prior to notice of school closing they will be paid for two hours.

~~2. All Others: If an employee reports to work and is sent home thereafter, the employee shall receive a minimum of four (4) hours work or four (4) hours pay.~~

2. If an employee refuses work so offered, the employee shall receive no pay.

C. Field Trips.

1. Field trips are those runs outside of the regular bus run schedule, and may be assigned by the bus supervisor on a rotating basis among all drivers who sign up for field trips at the beginning of each school year, provided they are initially qualified for the trip and can adequately handle the same in the opinion of the bus supervisor. In the event that the supervisor does not feel a driver can adequately handle a trip, reasons will be documented and will be subject to the grievance procedure. For the purpose of rotation, a list shall be posted at the beginning of each school year of those employees who have signed up for field trips in seniority order (most senior employees being first) and rotated thereafter. Bus drivers who refuse or are not available for field trips shall be charged with the trip. The Board will maintain two (2) trip boards as in previous years, one for regular field trips, and one for other trips.
2. Bus drivers will be guaranteed one (1) hour of pay per leg of an over and back trip, unless it is adjacent to a run.
3. If a field trip is canceled with less than one (1) hour notice, the assigned driver shall be paid two (2) hours at the regular rate if that driver is unable to drive their regular route because of the canceled trip or it is not during regular route time.
4. Drivers who have been assigned a field trip during their regular run and the field trip is canceled with one (1) or more hours notice shall be eligible to take their regular run.
5. If a field trip is canceled, the driver shall be eligible for the next field trip.
6. To the extent possible, all field trips will be posted five (5) days in advance. Bus drivers are responsible to sign any trips that they are available to drive. Trips shall be awarded seventy-two (72) hours, **defined as three scheduled working days**, prior to the starting time of the field trip.

7. If there are emergency trips that are posted with less than the seventy-two (72) hour award time, the Supervisor or the supervisor's designee will call the next driver on the rotation until the trip is filled.
 8. If a bus driver is not available for a field trip because the driver is on vacation, illness or an appointment for a professional or health reason, the driver will not be charged with a refusal on the trip board but may take a "line". A line is defined as a continuation, not a yes or a no. If a driver signs for a trip on one board and is in the rotation for a trip on another board that conflicts with the trip they had signed for, they will receive a line.
 9. If a driver removes their name from a trip, for any reason except illness **or death of** driver or immediate family member, as defined previously in A-2., after the seventy-two (72) hour award time, the driver will lose their next turn in rotation. The Supervisor or the supervisor's designee shall place an "X" on the trip board for any loss in rotation. An additional exclusion would be when a trip changes to a drop off only.
 10. If a driver does not sign for a field trip within the **stated time the five-day posting requirement**, the Supervisor may select ~~a driver by seniority, or if no regular driver is available,~~ a substitute driver ~~may be used~~.
 11. Summer Field Trips
Before the school year ends, the Supervisor will post a list of all drivers by seniority. Drivers will indicate their availability for field trips and fill out contact information.
Trips will be posted on Monday for the following week. The drivers are responsible each Monday for signing any trips that they are available to drive. The Supervisor will call drivers on Tuesday and award trips.
If there are emergency trips that were not posted on Monday, the Supervisor will call the next driver on the rotation until the trip is filled.
Drivers may sign or not sign trips at their discretion, without penalty.
 12. Drivers taking Heartland Health Care field trips will be paid at the Special Education Rate.
 13. Trips going out the first week of school with times that are during the regular scheduled runs, will be driven by a sub driver.
- D. If an employee is required to stay overnight, the Employer shall provide for the lodging. Such lodging shall be at least a private room and the Employer shall pay

a pre-approved amount for such room (including applicable taxes) upon receipt of an invoice approved by the transportation supervisor.

E. Meal Allowance.

The Employer shall provide a meal allowance as follows:

Breakfast	\$7.50 \$10.00
Lunch	\$10.00 \$10.00
Dinner	\$12.50 \$15.00

Meal allowance shall apply to all field trips with a duration of six (6) hours or more, or when the run time and trip time combined is six (6) or more consecutive hours, provided that only one meal will be paid for each six (6) hours of trip time. Meals must be taken within the time frame of the trip. The employee shall turn in to the Employer paid receipts for reimbursement when they have accumulated a minimum of \$20.00 in receipts. Lesser amounts may be turned in for reimbursement during the final week of the student's school year. In no way shall this section interfere with the field trips. If the time between the run and field trip is (15) fifteen minutes or less, it will be considered to be consecutive hours for the purpose of this section.

F. Shuttles

Shuttles will be posted at the beginning of each year, or when they become known. They will be posted individually (a.m., noon, or p.m.), or in a combination with other shuttles if the times are continuous. A shuttle may be assigned to a run without being posted only if it is immediately before or after the run and does not increase the run time over one (1) hour for a single run and two (2) hours for a double run. Shuttles that occur during the normal a.m. or p.m. routes will be posted as a route. All shuttles will be awarded to the highest seniority driver signing the posting provided that the shuttle when combined with the other regular hours worked will not exceed eight (8) hours.

Any consistent transportation of students from one location to another that is not considered a field trip or regular route, shall be considered a shuttle.

G. The Employer agrees to pay the cost of the operator's license including the CDL and any endorsements necessary for the purpose of qualifying as a bus driver.

- H. Bus drivers shall be paid at the regular rate for a maximum of three (3) hours per year for updating student lists and route binder.
- I. When a pre-trip is required before departing the driver will be paid (15) minutes. This includes pre-tripping, cleaning, and fueling the bus. **A driver will be paid an additional (15) minutes pre-trip when they are required to complete a pre-trip due to a change in bus.**
- J. Drivers required to perform work normally performed by a higher paid classification will receive the hourly rate of pay for the other classification while doing such work.

ARTICLE IX WORKING HOURS

- A. Bus drivers.
 - 1. A regular driver will be defined as a driver who bids on and receives a regular run.
 - 2. Regular bus runs shall consist of picking up and delivering of students along an established route to and from school, as may be established or changed by the Employer as in its judgment and discretion seems desirable or necessary.
 - 3. Prior to the start of each school year bus drivers shall be advised of all routes listed and of their approximate length. **They** shall include detailed information (i.e. route maps including stops, projected times for route/run or shuttle and student lists as known) for each route/run and shuttle. ~~Bus drivers shall be permitted to select them on a seniority basis two weeks prior to the start of school, provided however, a driver after being on the run cannot adequately handle the same, such driver shall either be disqualified for the assignment or be removed therefrom.~~
 - 4. Employees who are unable to report to work at the assigned starting time must notify the transportation supervisor or bus garage administrator no less than one hour prior to the employee's assigned start time.
 - 5. Bus drivers shall attend and be paid for attending mandatory meetings (including IEPC meetings when their presence is required) when called by the Employer. Compensation shall be at the employee's regular rate of pay. Attendance at meetings is mandatory unless the absence is

pre-approved by the supervisor or the meeting is posted as voluntary. The Employer will give five (5) working days notice of the meeting unless it is an emergency situation.

6. Compensatory time may be given instead of overtime pay if agreeable to the employee. Such time shall be at time and one half. Compensatory time to be used within the year accrued.

ARTICLE X

OVERTIME

Overtime shall be paid to all employees as follows:

- A. Time and one-half will be paid as follows:
 1. For all actual hours worked over forty (40) hours per week beginning with Monday. No paid days off (non-working days) will be factored into the forty (40) hours for overtime pay. The parties agree to follow the minimum requirements of the law.
- B. Double time will be paid as follows:
 1. For all hours worked on Sunday.
 2. For all hours worked on holidays defined in this Agreement.
- C. Regular drivers who wish to substitute shall be selected as follows:
 1. For high school runs, substitute drivers will be selected on the basis of a seniority from drivers not having a high school run.
 2. For special education, vocational education (tech run), and noon runs, substitute drivers will be selected on a seniority basis. ~~at the beginning of each school year and will serve as the permanent substitute driver for the school year for the run selected.~~
 3. ~~In the event a permanent noon substitute driver is not available for a run, the substitute will be selected on a seniority basis from the other permanent noon substitute drivers.~~
 4. ~~In the event a permanent special education substitute driver is not available, the substitute will be selected on a seniority basis from the other permanent~~

~~special education substitute drivers.~~

~~5. In the event a permanent vocational education (tech run) substitute driver is not available, the substitute will be selected on a seniority basis from the other permanent vocational education substitute drivers.~~

ARTICLE XI

HOLIDAYS

- A. Bus drivers shall be paid their current rate of pay based upon their assigned regular runs for the following holidays:

Independence Day for year-round drivers

Thanksgiving Day

Day after Thanksgiving Day

Christmas Eve

Christmas Day

New Year's Eve

New Year's Day

President's Day (if school is not scheduled)

Memorial Day

Labor Day

- B. Holidays falling on Sunday will be observed on Monday. Holidays falling on Saturday will be observed on Friday by the above employees who work a normal Monday through Friday schedule. Those working a Tuesday through Saturday schedule will observe the holiday on Saturday.
- C. Holidays shall only be paid to employees who are actively working or are on paid leave from the school district.

ARTICLE XII

VACATION

- A. Vacation Period.

Half-time employees to be prorated after one (1) year employment; a twelve-month bus driver will receive the same vacation schedule set forth in Section C below. A twelve-month employee is an employee that works twelve

months per year at least 20 days per month. For drivers, only years of service as twelve month drivers will count toward vacation credit. A driver who drives both special education and regular runs during the course of the calendar year shall be paid a composite rate for the vacation period. The composite rate shall be based on the amount of time spent driving in each category.

Employees other than bus drivers shall be entitled to the following vacation time and vacation pay:

1. Two weeks per year from 1 year through 6 full years.
2. Three weeks per year from the beginning of the 7th year through the 12th full year.
3. Four weeks per year from the beginning of the 13th year and over.

B. Vacation Pay.

Vacation pay shall be based on the employee's regularly scheduled hours and paid at the regular rate of pay for each week of vacation.

C. Vacation Schedule

1. Summer vacations shall be scheduled between June 15th and August 15th of each year. Employees may take vacation days during spring break and/or Christmas break. Vacation preference shall be granted on the basis of seniority and the schedule of vacations shall be completed by May 15th of each year.

Vacation may be used at other times of the year, provided it is approved by the superintendent of schools or the department supervisor.

2. The number of employees taking vacation on the same day or days shall be determined in accordance with the needs of the system.
3. Vacations will be taken in a period of consecutive days.
4. When a holiday is observed by the employee during a scheduled vacation, the vacation will be extended one day ~~continuous~~ **contiguous** with the vacation.

5. If an employee is laid off or retired, he will receive any unused vacation credit including that accrued in the current calendar year. A recalled employee who received credit at the time of layoff for the current year will have such credit deducted from his vacation the following year.

ARTICLE XIII LEAVES

A. Sick Leave

1. Bus Drivers will receive ~~five (5)~~ **six (6)** paid sick days, to be granted July 1st of each year, accumulative to one hundred forty (140) days without loss of pay. Except a twelve (12) month special education bus driver will be allowed to accumulate to two hundred twenty (220) days. Up to ~~five (5)~~ **six (6)** of the annually granted sick leave (excluding personal leave) may be used for snow day pay. Accumulated sick leave is not eligible to be used for snow day pay.
2. All employees may use sick leave without loss of pay for personal illness. Up to ten (10) days per year may be used for illness to a member of the immediate family, or for paternity leave. Additional days may be requested through the Superintendent for extenuating circumstances. Immediate family shall be defined as: spouse, children, or parents. Sick leave without loss of pay may be used for medical or dental appointments of the employee. Absences over and above accumulated sick leave days shall result in loss of pay for each day.
3. The employer reserves the right to require verification of sickness where the record indicates possible abuse of the provision.
4. Upon severance of employment as a result of death or retirement, or after ten (10) years of service or disability retirement under social security standards, the Employer agrees to pay the employee or to the employee's beneficiary one-half (1/2) of the accumulated sick leave computed at the employee's prevailing rate, not exceeding one thousand four hundred dollars (\$1,400) to be direct deposited by the employer in the form of a non-elective employer contribution to a 403(b) plan account of each eligible employee's choice, except that no contribution shall cause an employee to exceed the limitations of section 415 (c) of the Internal Revenue Code. Contributions that exceed the section 415(c) limitations shall be deposited for each affected employee in the following calendar year and in each subsequent year until all amounts due have been deposited by the employer. However, no employer contributions may be deposited in any year that is later than the fifth calendar following the year in which the employee terminates employment with the school district. The 403(b) policy (and the 403(b) plan document, if any, shall provide that all employees are eligible to retire from the school district for the purpose of the district's 403(b) plan and hence may withdraw 403(b) contributions any time before or after termination of

employment to the extent allowable by the Internal Revenue Code.

B. Funeral Leave.

All employees shall receive funeral leave with pay not to be deducted from sick leave in the case of a death as follows:

1. Immediate family (spouse, child, stepchild, mother, father, sister, brother, step-mother, step-father, grandparents, and grandchildren), up to five (5) working days per occurrence.
2. Near relative (mother-in-law, father-in-law, sister-in-law, brother-in-law, son-in-law, daughter-in-law, and foster children), three (3) working days.
3. Should additional time off be required due to extenuating circumstances such as, but not limited to, the employee's close relationship with the deceased or traveling distance, the employee shall be given the time off to be deducted from sick leave. If the employee has insufficient sick leave accrued he/she will be given time off without pay.

C. Leave of Absence.

1. Leaves of absence without pay not to exceed one (1) year will be granted without loss of seniority for:
 - a) Maternity leave.
 - b) Illness leave (personal).
 - c) Prolonged illness in immediate family (spouse or child).
 - d) One member of the union elected to attend a function of the MEA or NEA, such as conventions or educational conferences, shall be allowed time off without pay for a period not to exceed one week to attend such conferences and/or conventions.
2. The Union President shall be allowed time off without pay to attend regular monthly chapter or local meetings that are scheduled during working hours.
3. Employees shall retain but not accrue seniority while on leaves of absence in accordance with this section and shall be returned to the position they held

at the time the leave was granted.

4. At the beginning of each work year, the Union shall be credited with five (5) working days to be used by employees who are officers of the Union, such use to be at the discretion of the Union. The Union shall pay the cost of the substitute.

D. Personal Leave

Two (2) days personal leave will be allowed to each non-probationary employee provided they are working or on paid leave. All personal leaves must be approved, in advance, by the department supervisor. This provision for personal leave is not to be used for the pursuit of other gainful employment. No personal leave days shall be taken on any day immediately preceding or immediately following a vacation period, except in a case of necessity, when reasonably demonstrated for approval. Bus drivers will accumulate their regular daily hours times two (2).

- E. All leaves for bus drivers must be taken in increments of A.M. ~~runs~~ routes/P.M. ~~runs~~ routes /noon/vocational ~~runs~~ routes. Drivers with accumulated paid leave will have preference for approval of leave time prior to any unpaid leaves which may, or may not, be granted at the supervisor's discretion.

F. Family and Medical Leave Act

Employees meeting the eligibility criteria under the Family Medical leave Act (FMLA) shall be eligible for up to twelve (12) weeks of unpaid leave for the following reasons:

1. Incapacity due to pregnancy, prenatal care or childbirth;
2. to care for the employee's child after birth, or placement for adoption or foster care;
3. to care for the employee's spouse, child, or a parent who has a serious health condition;
4. for a serious health condition that renders the employee unable to work;

5. to fulfill military family leave commitments (including up to 26 weeks of military exigency leave).

The Employer shall continue all health insurance benefits during Family and Medical leave. Such leave may be taken on an intermittent or reduced schedule basis when medically necessary. Upon return from leave, the employee shall be returned to the position held at the beginning of the leave or an equivalent position with equivalent benefits, pay, and other terms and conditions of employment, should the employee's original position no longer exist.

It is the intent of the parties to this Agreement to comply with the provisions of the Act, not to enhance any such provisions.

ARTICLE XIV
MISCELLANEOUS

A. Jury Duty.

An employee who serves on jury duty will be paid the difference between the pay for jury duty and the employee's regular pay. Moneys received from the court for expenses shall not count as pay if the employee appears for jury duty and is excused prior to noon.

Any employee selected to serve on a jury will not be required to report to work that day.

B. Veterans.

All State and Federal Laws applicable to the employment of veterans will apply.

C. Temporary, Irregular and Substitute Employees.

1. A temporary irregular employee is one who does not work a regular scheduled shift. Such employees shall not work in excess of twelve (12) hours per week except those persons under Federal Programs or except during periods of the year when schools, colleges or universities are not in session. In no case will temporary employees be employed on a full-time basis in excess of one hundred and twenty (120) days. Nor shall they be used to deprive regular employees of benefits contained in this Agreement.

2. Substitute Employees.

A substitute employee is one who is used on an intermittent call-in basis only, to fill in for employees on a daily basis due to absence caused by vacation, sickness or call-ins and shall not be regularly assigned. It is expressly understood that a substitute shall not be used to replace, displace, or take the place of regular employment when other regular employees are available. Further they shall not be covered by this Agreement; nor shall they acquire seniority, except they shall receive the starting rate of the position they are performing.

3. Temporary Regular Employees

A temporary regular employee is an employee who fills a position for a bargaining unit member who is on an extended leave of absence or vacation of thirty (30) days or more. When the district becomes aware of a temporary

position of thirty (30) days or more, it will be posted and awarded to the most senior qualified bargaining unit member who applies; if no bargaining unit member applies, it may be filled from outside the bargaining unit. When the employee returns from the leave of absence, he/she shall return to his/her original position. A person who is employed as a regular temporary employee who serves for sixty (60) continuous working days or more in one position will be considered to have served his/her probationary period. If the School District decides to hire him/her in the same classification, the time spent as a temporary regular employee will count toward seniority.

D. Computation of Back Wages.

No claim for back wages shall exceed the amount of wages the employee would otherwise have earned at the regular rate.

E. On-The-Job Injury.

Each employee will be covered by applicable Workmen's Compensation Laws and the Employer further agrees that any employee being eligible for Workmen's Compensation will receive, in addition to Workmen's Compensation income, an amount to be deducted from the employees' sick leave sufficient to make up the difference between Workmen's Compensation and regular take-home pay until the employee returns to work or sick leave is used up.

F. Computation of Payroll.

Payroll shall be computed from 12:01 a.m. Sunday to 12:00 p.m. midnight Saturday. Payroll shall be computed in a timely manner and paid on the 6th and 21st of each month. If the 6th or 21st fall on a Saturday or Sunday, the pay shall be on Friday prior to the weekend.

F. Strike Prohibition.

During the term of this Agreement, neither the Union, nor any of its members, nor any person acting on their behalf, shall cause, authorize, support or take part in any strike, (i.e., the concerted failure to report for duty, the stoppage of work, or abstinence in whole or in part from the full, faithful and proper performance of such employee's duties of employment) for any purpose whatsoever and shall not support strikes, as above defined, by any other organized or unorganized groups within the system.

H. Agreements Contrary to Law.

If any provision of this Agreement or any application of all or any part of a provision shall be found contrary to law, then such provision, or part thereof, or application thereof, shall be deemed invalid, but other provisions hereof shall continue in full force and effect.

I. Test and Examinations.

The Employer agrees to pay the full cost for TB test, x-rays and examinations if required by the Employer.

J. Non-contributory Retirement.

The Employer shall assume the employee contribution of Michigan School Employees Retirement as provided for non-contributory retirement.

K. Uniforms

The Employer shall provide each transportation employee, with a driving jacket biannually. This will be provided by Thanksgiving of odd numbered years. The transportation employee will have their choice of up to three jackets selected by the Employer.

L. Severance

Any bargaining unit member is eligible for severance subject to the following qualifications:

- a. Must have fifteen (15) years or more of service in the Whitehall District Schools and be retiring from school service.
- b. Cannot be on Social Security, LTD, or Worker's Compensation at the time early retirement is chosen unless this restriction is waived by the Board.
- c. Notification of retirement and written resignation must be received by the Superintendent's Office prior to April 15 of each year for any retirement effective in the same calendar year, unless the April 15th restriction is waived by the Board. The Board shall pay to the bargaining unit member an amount equal to the following for his/her years of service in Whitehall

District Schools (not to exceed 30 years) Formula: (years of service) times (average annual salary for the previous 3 years) times (.0045) Such amount shall be paid on or before the 1st day of the 2nd month following the employee's retirement effective date into a 403(b) account in the employee's name.

ARTICLE XV

INSURANCE

- A. Bus drivers will not receive any employer sponsored medical, dental or vision benefits for the 2017-20 school years. The District agrees to pay the minimum required employer contribution for Access Health coverage during the duration of the contract beginning September 2017. This is contingent upon Access Health's acceptance and approval of this group based on their company's eligibility requirements. Bus drivers will not receive any vision, dental or life insurance in either year of this agreement.

ARTICLE XVI
UNION RIGHTS AND RESPONSIBILITIES

- A. The Employer agrees that it will not discriminate against an employee covered by this Agreement because of their race, creed, religion, color, national origin, age, sex, marital status and physical characteristics or handicap.
- B. Nothing contained herein shall be construed to deny or restrict the employee rights as granted under the Michigan General School laws or applicable State or Federal laws and regulations.
- C. Employees may have access to their own personnel files provided:
 - 1. The employee submits a written request at least forty (40) hours in advance, to review the file.
 - 2. The employee may have a union representative present.
 - 3. An employee or a union representative shall review the personnel file while a representative of the administration is present.
- D. Employees shall not be prevented from wearing union insignia on or off the school premises.
- E. The Union may display union materials in the bus garage within designated areas.
- F. Use of school facilities by the Union will be allowed. Scheduling of the facilities will be done through normal school procedures.
- G. The Board agrees to furnish the Union upon written request, any information which is available under the Freedom of Information Act. The Union shall pay ten cents (\$.10) a copy for reproduction of materials.
- H. Bus drivers shall be responsible for understanding and complying with all provisions of the bus driver manual.
- I. The Employer agrees to the employee's rights with respect to hours, wages, terms and conditions of employment conferred by laws of Michigan or the Constitutions of Michigan and the United States.

J. Freedom of Information Act Request (FOIA)

If a FOIA request is made for an employee's personnel file, information specific to an employee, or information specific to the bargaining unit contract, the employee and the Association President will be notified of the request. The District will automatically request the 10-day extension provided under the law for requests for personnel files or information specific to the employee.

ARTICLE XVII
DURATION OF AGREEMENT

This agreement shall be effective as of ~~November 16, 2020~~ July 1, 2023, and shall continue in effect until the 30th day of June 2023 6.

IN WITNESS WHEREOF, the parties hereto have set their hand this day of

BOARD OF EDUCATION OF
WHITEHALL DISTRICT SCHOOLS

WHITEHALL DISTRICT SCHOOLS
BUS DRIVERS, WHITEHALL EDUCATIONAL
SUPPORT PERSONNEL ASSOCIATION,
M EA-N EA:

President

President

Secretary

~~Secretary~~ Representative

Superintendent

Representative

Date

Date

Item 15

Monthly Financial Reports

☒ Information/Discussion

☐ Action

BACKGROUND INFORMATION:

Steve Aardema has prepared the monthly financial reports for review.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

General Fund Revenue By Category ...

Category	2022-23		Percent	2021-22		Percent	Actual Difference
	Budget	YeartoDate		Budget	YeartoDate		
Local Taxes	3,527,259	3,245,891	92.02%	3,372,196	3,201,291	94.93%	44,600
Other Local	231,000	233,020	100.87%	138,000	256,818	186.10%	(23,799)
Athletics	116,000	112,780	97.22%	72,000	121,133	168.24%	(8,353)
State Foundation	14,178,498	9,221,249	65.04%	14,049,619	8,776,337	62.47%	444,912
State Categorical	6,132,264	5,565,316	90.75%	5,252,158	3,508,321	66.80%	2,056,995
Federal Grants	2,061,936	1,156,498	56.09%	1,881,698	1,027,087	54.58%	129,411
ISD Special Ed	800,000	275,094	34.39%	665,000	365,529	54.97%	(90,435)
Other LEA/ISD	20,000	10,419	52.10%	68,000	1,842	2.71%	8,577
Transfers	216,800	69,661	32.13%	167,397	-	0.00%	69,661
Fund Total	27,283,757	19,889,928	72.90%	25,666,068	17,258,358	67.24%	2,631,570

State Aid payments begin on October 20 each year and should be 63.64% of the year at this time.

The State Foundation revenue is up due to the higher foundation grant - from \$8,700 to \$9,150 per pupil.

State Categorical revenue jumped with the "147c2" retirement payments which will be included in the next budget update.

Current year revenue is up just over \$2.6 million compared to last year at this time.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

General Fund Expense By Category . . .

Category	2022-23		2021-22		Percent	Actual Difference
	Budget	Year-to-Date	Budget	Year-to-Date		
Basic Instruction	13,407,711	9,580,863	12,662,272	8,477,275	66.95%	1,103,587
Added Needs	3,010,156	1,908,668	2,861,403	1,696,872	59.30%	211,796
Adult Education	193,792	87,118	160,100	98,229	61.35%	(11,110)
Pupil Services	2,175,077	1,580,712	1,909,493	1,283,082	67.19%	297,630
Instructional Staff	1,147,805	845,792	1,041,070	742,952	71.36%	102,840
General Admin	573,961	485,387	510,804	412,885	80.83%	72,502
Principals Office	1,449,937	1,222,099	1,462,522	1,121,522	76.68%	100,577
Business Services	468,048	362,982	461,882	334,117	72.34%	28,865
Operations	1,878,671	1,705,868	1,763,573	1,504,183	85.29%	201,685
Transportation	1,283,169	1,138,837	1,136,031	862,637	75.93%	276,200
Central Support	525,957	350,242	498,183	395,855	79.46%	(45,612)
Athletics	747,530	692,056	641,742	535,114	83.38%	156,942
Community Services	174,455	142,110	109,481	90,338	82.52%	51,772
Cap. Trans, Other	354,000	232,786	407,000	405,109	99.54%	(172,323)
Fund Total	27,390,269	20,335,522	25,625,556	17,960,171	70.09%	2,375,351

Payroll should be 66.67% for school year employees and 83.33% for full-year employees. Basic Instruction is up due to experience levels in wages and a summer tuition bill. Pupil Services is up due to additional staffing in Speech and Social Work. Operations is up due to Building Maintenance projects and higher insurance costs (\$26,000). Transportation is higher due to the payment for buses (\$154,000), compensation, and fuel. Expenses are up \$2.4 million compared to last year.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

General Fund Expense By Object . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
Wages	13,251,912	9,177,782	69.26%	12,258,358	8,577,300	69.97%	600,482
Benefits	9,594,766	7,563,965	78.83%	9,029,107	6,051,486	67.02%	1,512,480
Contracted Serv	783,774	692,782	88.39%	761,674	613,387	80.53%	79,395
Purchased Serv	1,079,014	952,850	88.31%	994,314	903,296	90.85%	49,555
Supplies	1,480,242	1,414,653	95.57%	1,344,842	1,207,334	89.78%	207,319
Capital	516,776	390,311	75.53%	512,776	456,256	88.98%	(65,945)
Miscellaneous	135,785	53,483	39.39%	193,485	63,056	32.59%	(9,573)
Transfers	548,000	89,693	16.37%	531,000	88,055	16.58%	1,638
Fund Total	27,390,269	20,335,522	74.24%	25,625,556	17,960,171	70.09%	2,375,351

Wages are higher due to experience levels in wages.

Mandatory benefits are based on wages and the additional retirement payment.

Supplies are up due to Athletics of \$106,000 and Teaching Supplies of \$140,000.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

Community Services Fund Revenue By Category . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
General	-	9,915	0.00%	1,000	8	0.80%	9,907
HeadStart	1,156,119	896,730	77.56%	995,477	686,352	68.95%	210,378
GSRP	1,948,795	1,408,051	72.25%	2,160,389	1,506,191	69.72%	(98,140)
Lighthouse Learn	1,587,000	1,762,080	111.03%	748,000	1,653,476	221.05%	108,605
Lights After School	24,000	18,000	75.00%	24,000	20,000	83.33%	(2,000)
Enrich/Rec Activity	16,000	16,400	102.50%	16,000	20,065	125.41%	(3,665)
Fund Total	4,731,914	4,111,177	86.88%	3,944,866	3,886,092	98.51%	225,085

Headstart includes revenue from a special grant related to the pandemic in the amount of \$64,000 and grant increases. Local and State funding of daycare (Lighthouse Learning) is up compared to last year at this time.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

Community Services Fund Expense By Category . . .

Category	2022-23		2021-22		Actual Difference
	Budget	Year-to-Date	Budget	Year-to-Date	
General	82,800	59,670	83,417	(16,428)	76,098
HeadStart	1,156,119	961,285	995,477	724,563	236,722
GSRP	1,948,795	1,470,364	2,160,389	1,585,939	(115,575)
Lighthouse Learn	1,543,888	1,283,740	875,377	674,628	609,112
Lights After School	24,000	24,000	24,000	-	24,000
Enrich/Rec Activity	23,720	19,336	19,981	19,366	(30)
Fund Total	4,779,322	3,818,395	4,158,641	2,988,068	830,327

The General expense includes a \$70,000 transfer to Whitehall for daycare.

Headstart expenses increased with the special grant and compensation.

The Lighthouse Learning Expense includes \$356,000 in payments to local districts for daycare.



FINANCIAL COMPARISONS

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APRIL 2022-23, 2021-22

Food Service Fund Revenue By Category . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
Sales	33,000	43,033	130.40%	2,000	34,542	1727.12%	8,490
Other Local	-	6,956	0.00%	14,000	250	1.79%	6,706
State Revenue	56,598	36,014	63.63%	41,615	26,437	63.53%	9,577
Federal Revenue	2,139,000	907,117	42.41%	2,891,000	1,758,603	60.83%	(851,486)
Transfers/Other	1,000	-	0.00%	1,000	-	0.00%	-
Fund Total	2,229,598	993,119	44.54%	2,949,615	1,819,832	61.70%	(826,713)

Revenues typically follow expenses by a month.

Last year we had \$692 thousand more in federal revenue for covid related funds. Most of those programs have ceased.

The funding for CEP (Community Eligibility Pricing) has reduced funding by \$157,000 due to only partial funding for paid meals.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

Food Service Fund Expense By Category . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
Wages	587,000	417,670	71.15%	457,000	330,074	72.23%	87,596
Benefits	327,681	220,700	67.35%	246,636	175,649	71.22%	45,051
Contracted Serv	20,000	9,500	47.50%	53,000	21,795	41.12%	(12,295)
Other Purch Serv	33,000	40,114	121.56%	43,000	18,635	43.34%	21,479
Food & Paper	560,000	646,281	115.41%	1,225,500	660,224	53.87%	(13,943)
Other Supplies	205,500	264,890	128.90%	25,500	104,792	410.95%	160,098
Capital	750,000	21,355	2.85%	300,000	16,754	5.58%	4,601
Miscellaneous	321,000	17,824	5.55%	608,500	227,306	37.36%	(209,482)
Transfers	65,000	-	0.00%	60,000	-	0.00%	-
Fund Total	2,869,181	1,638,334	57.10%	3,019,136	1,555,229	51.51%	83,105

The Food & Paper cost is down due to lower volume in community feeding.
 We are continuing to look at expenses to reduce the Food Service fund balance. Those expenses will appear in the
 Other Supplies or Capital lines depending on the size of the purchase (\$5,000 threshold).



FINANCIAL COMPARISONS

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APRIL 2022-23, 2021-22

Technology & Security Fund Revenue By Category . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
Other Local	-	-	0.00%	-	-	0.00%	-
ISD Revenue	450,000	429,422	95.43%	425,000	405,496	95.41%	23,927
Transfers/Other	-	-	0.00%	-	-	0.00%	-
Fund Total	450,000	429,422	95.43%	425,000	405,496	95.41%	23,927

The Technology & Security Fund is in its ninth year and the revenue comes as taxes are paid to the ISD.
The millage for this fund was recently renewed by voters for an additional ten years.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

Technology & Security Fund Expense By Category . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
Educ Technology	345,685	160,413	46.40%	416,911	155,619	37.33%	4,794
Innovation	1,000	-	0.00%	1,000	-	0.00%	-
Security	100,000	90,128	90.13%	127,000	18,450	14.53%	71,678
Fund Total	446,685	250,542	56.09%	544,911	174,069	31.94%	76,472

The chromebooks we ordered this Spring arrived in June and July. We plan to purchase more as soon as pricing is available. We have paid 100% of the bus camera upgrade in the security line.



FINANCIAL COMPARISONS

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APRIL 2022-23, 2021-22

Activity Fund Revenue By Category . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
District	16,700	17,046	102.07%	13,800	7,564	54.81%	9,483
WLACE	6,500	7,429	114.28%	8,400	1,331	15.85%	6,097
Shoreline	19,100	14,161	74.14%	5,400	18,334	339.51%	(4,172)
Ealy	9,100	13,973	153.55%	13,600	7,095	52.17%	6,878
Middle School	31,920	20,276	63.52%	15,400	30,955	201.00%	(10,679)
High School	61,200	55,299	90.36%	39,400	53,479	135.73%	1,820
Athletics	186,880	175,315	93.81%	110,500	151,535	137.14%	23,780
Classes	9,200	5,421	58.92%	2,900	1,070	36.90%	4,351
Scholarships	50,550	49,482	97.89%	52,450	52,511	100.12%	(3,028)
Other	-	-	0.00%	-	-	0.00%	-
Fund Total	391,150	358,402	91.63%	261,850	323,873	n/a	34,529

Athletics is up \$2126,000 in the areas of football and soccer.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

Activity Fund Expense By Category ...

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
District	35,200	18,825	53.48%	47,500	14,519	30.57%	4,307
WLACE	11,450	7,096	61.97%	11,700	5,336	45.60%	1,760
Shoreline	19,000	11,544	60.76%	6,800	15,149	222.78%	(3,605)
Ealy	14,620	16,440	112.45%	8,700	10,471	120.36%	5,969
Middle School	45,900	24,061	52.42%	13,900	25,543	183.77%	(1,483)
High School	63,000	57,992	92.05%	38,050	31,192	81.98%	26,801
Athletics	168,100	150,484	89.52%	117,100	166,322	142.03%	(15,838)
Classes	15,340	6,166	40.20%	5,600	3,797	67.80%	2,369
Scholarships	50,300	2,131	4.24%	12,900	11,376	88.18%	(9,245)
Other	-	-	0.00%	-	-	0.00%	-
Fund Total	422,910	294,739	69.69%	262,250	283,705	108.18%	11,035

Expenses at the High School are up due to the Coffee Shop & Business (\$10,000), and Theatre (\$9,000). Compared to last year, Athletic expenses are down in several areas especially in Soccer, Tennis, and Boosters.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

Debt Funds Revenue By Category . . .

Category	2022-23		2021-22		Percent	Actual Difference
	Budget	Year-to-Date	Budget	Year-to-Date		
Taxes	4,032,643	3,877,711	3,826,033	3,654,914	95.53%	222,797
Interest	1,000	-	1,000	2	0.20%	(2)
Other Local	-	-	-	-	0.00%	-
State Revenue	241,000	257,139	241,000	256,573	106.46%	566
Federal Revenue	-	-	-	-	0.00%	-
Bond Proceeds	-	-	-	-	0.00%	-
Fund Total	4,274,643	4,134,850	4,068,033	3,911,489	96.15%	223,361

Revenue will come in as it is received by local units which started in December this year.
Revenue is running higher by \$223,000 but about the same as a percentage of budget, approximately 96%.



FINANCIAL COMPARISONS

ALL FUNDS

APRIL 2022-23, 2021-22

Debt Funds Expense By Category . . .

Category	2022-23			2021-22			Actual Difference
	Budget	Year-to-Date	Percent	Budget	Year-to-Date	Percent	
Principal	2,160,000	2,160,000	100.00%	2,935,000	2,935,000	100.00%	(775,000)
Interest	1,089,350	1,089,350	100.00%	1,250,930	1,250,930	100.00%	(161,580)
Refund Costs	-	-	0.00%	-	-	0.00%	-
Fees & Other	12,500	1,500	12.00%	12,500	1,500	12.00%	-
Fund Total	3,261,850	3,250,850	99.66%	4,198,430	4,187,430	99.74%	(936,580)

The first payment is due November 1 and is for interest only and must be wired 5 business days before due.
The second payment, for interest and principal, is due May 1 and must be wired 5 business days before due.



FINANCIAL COMPARISONS

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APRIL 2022-23, 2021-22

Capital Fund Balances

Category	2022-23 Year-to-Date Fund 41	Fund 42	Total
Beginning Balance	93,262	-	93,262
Interest	-	-	-
Other	24,675	-	24,675
Available	117,937	-	117,937
Prof Services	-	-	-
Site Improvements	-	-	-
Buildings	-	-	-
Equipment	-	-	-
Technology	-	-	-
Buses	-	-	-
Fees	-	-	-
Issue Costs	-	-	-
Ending Balance	117,937	-	117,937
Projects in Progress	-	-	-
Available Balance	117,937	-	117,937

Fund 41 has become a permanent capital fund with revenue from donations, sales of capital, & state refunds
Fund 42 was finished with the 2019-20 fiscal year and will be used in 2023 if voters approve a bond issue.



FINANCIAL COMPARISONS

WLACE PROGRAMS

APRIL 2022-23

Program	Revenue		Expense		Surplus/(Deficit)	
	2022-23 Budget	2022-23 Actual	2022-23 Budget	2022-23 Actual	2022-23 Budget	2022-23 Actual
01-General	82,800	9,915	82,800	59,670	0	(49,755)
03-HeadStart (grant)	1,156,119	896,730	1,156,119	961,285	0	(64,555)
04-GSRP (grant)	1,948,795	1,408,051	1,948,795	1,470,364	0	(62,312)
05-Lighthouse	1,587,000	1,762,080	1,543,888	1,283,740	43,112	478,340
06-Lights After (grant)	24,000	18,000	24,000	24,000	0	(6,000)
07-Enrich/Rec	16,000	16,400	23,720	19,336	(7,720)	(2,936)
13-Altern Ed (billed)	1,034,605	622,627	1,097,014	798,935	(62,409)	(176,308)
14-Adult Ed (state aid)	246,863	143,812	246,743	142,803	120	1,009
Grand Total	6,096,182	4,877,616	6,123,079	4,760,133	(26,897)	117,483

The HeadStart and GSRP grants are typically reimbursed a month after the expenses.

The General expense includes a \$70,000 transfer to Whitehall for daycare.

The Lighthouse Learning Expense includes \$356,000 in payments to local districts for daycare.

State Aid and billed payments begin in October and follow the state payment cycle.