



Board of Education Agenda
February 26, 2018
7:00 pm Regular Meeting
 Owosso High School Media Center
 765 E. North Street
 Owosso, Michigan 48867

1. Call to Order

2. Pledge of Allegiance

3. Building Reports:

Celebrate Kids! – Owosso High School Career and Technical Education Showcase
 Recognition of Retiree Linda Koch
 Andrew Pond and Dustin Taphouse – Board of Education Student Representative

4. Board Correspondence: Superintendent’s Report and Curriculum Director’s Report

5. Public Participation

6. For Action

▪ **Consent Agenda:**

January 22, 2018 Minutes-----	Report 17-90	Page 1
February 12, 2018 Committee of the Whole Minutes-----	Report 17-91	Page 7
February 15, 2018 Student Hearings A, B and C Closed Session Minutes-----	Reports 17-92, 17-93, 17-94	At Place
Current Bills-----	Report 17-95	Page 13
Financials-----	Report 17-96	Page 20
▪ Budget Revision General Fund-----	Report 17-97	Page 23
▪ Budget Revision School Service Fund-----	Report 17-98	Page 26
▪ Band Uniform Purchase-----	Report 17-99	Page 28
▪ Personnel New Hire of Certified Staff-----	Report 17-100	Page 30
▪ Approval of Additional Technology Infrastructure Contract-----	Report 17-101	Page 31
▪ Approval of Lincoln High School Food Pantry-----	Report 17-102	Page 33

7. For Future Action

▪ Approval of Bond Underwriting Contract-----	Report 17-103	Page 36
▪ Declaration of Obsolete Material-----	Report 17-104	Page 38

8. For Information

▪ Personnel Update-----	Report 17-105	Page 39
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9. Public Participation

10. Board Reports: Board Member Comments/Updates

11. Upcoming Board Meeting Dates:

March 12: Committee of the Whole, Washington Campus. 5-7 pm
 March 26: Regular Board Meeting, 7 pm

Important Upcoming Dates:

February 27: Band Festival at OMS, 7-9 pm
 March 1: Half Day Elementary Only: Afternoon & Evening Parent/Teacher Conferences
 March 2: LHS 2nd Trimester Ends and End of 3rd Marking Period
 March 5: LHS 3rd Trimester Begins
 March 5-6: Kindergarten Registration
 March 8: NHS Induction Ceremony at OHS, 7:30 pm
 March 13: Bond Elementary Steering Committee at Superintendent’s Office, 12-2 pm
 March 14: Half Day for All Students – Professional Development in afternoon
 March 14: Superintendent Tuttle’s State of the District Address at OHS Auditorium, 2-3 pm
 March 14: Bentley Bright Beginnings Preschool Round Up, 9:30-11:30 am and 4:30-6:30 pm
 March 19: OHS Oscars, 7-9 pm
 March 19: 4th & 5th Grade Recorder/Band Concert at Bryant, 7 pm
 March 20: OHS Volleybrawl, 7 pm
 March 21: County-Wide School Board Dinner Meeting at D’Mar, 6 pm
 March 21: 4th & 5th Grade Recorder/Band Concert at Central, 7 pm
 March 22: MS/HS Bond Steering Committee Meeting at Superintendent’s Office, 3-5 pm

12. Adjournment:

BOARD GUARANTEE (Adopted May 2006)

We have been elected by the members of our community and choose to serve our fellow citizens to deliver the best possible programs and services to our children.

Therefore, we guarantee that:

We will serve with pride. We have been given the opportunity to make a difference in the lives of children and the quality of life in our community, and we are proud to accept that challenge.

We will treat students, parents, citizens, staff and fellow board members with dignity and respect.

We will be informed, knowledgeable and prepared before making decisions that affect the education of students. We will stay up-to-date so that our decisions will be based on the most recent information. We will model our belief that learning is a lifelong process.

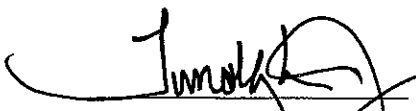
We will do our part to work as a team with administrators, teachers, support staff, parents, students and citizens so that the entire learning atmosphere of our school will be one of warmth and caring. We will do this by becoming a part of district committees such as cross-functional, professional governance council (PGC) and many more.

We will maintain the policy making role of the Board and represent this to the constituents of the district by informal communications and referral to the proper channels for consideration of concerns and suggestions.

We will be enthusiastic and energetic in our support of the work in our schools by students, staff and volunteers. We will model this behavior by attending school sponsored events and working toward board certification through class work.

We will represent and reflect all segments of the community and base our decisions on sound policy and ethical principle that is in the best interest of all students. We will do this by basing our decisions on data and survey work on an annual basis. We will also take the time to have formal and informal conversations with our community.

Timothy Jenc
President



Rick Mowen
Vice-President



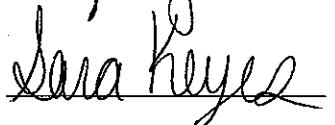
Cheryl Paez
Treasurer



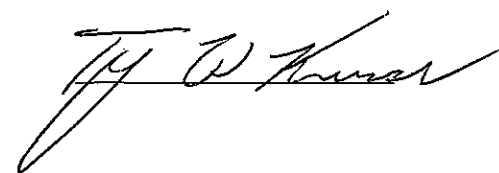
Shelly Ochodnicky
Secretary



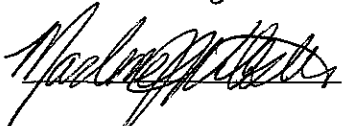
Sara Keyes
Trustee



Ty Krauss
Trustee



Marlene Webster
Trustee



Board Guarantee check points will run in conjunction with the Superintendent dialogue sessions.



OWOSSO PUBLIC SCHOOLS

Ready for the World

BOARD OF EDUCATION NORMS

- Open, Honest, and Timely Communication
- Prepared
- Committed
- Unified
- Disagree Without Conflict
- Punctual (notify if absent)
- Responsive (48 hour rule)
- Students First
- No Surprises



OWOSSO PUBLIC SCHOOLS

Ready for the World

Public Participation at Board Meetings

The Board of Education is a public body and recognizes the value of public comment on educational issues. Time has been included in the meeting's agenda for public participation. Members of the audience are reminded that they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

Organizational

OWOSSO PUBLIC SCHOOLS
Board of Education Minutes
January 22, 2018
Report 17-90

President Jenc called the meeting of the Board of Education to order at 7:00 pm. The meeting was held in the media center located at Owosso High School, 765 E. North Street, Owosso, Michigan.

Present: Jenc, Krauss, Mowen, Ochodnicki, Paez, Webster
 Absent: Keyes (Motions of the Board of Education that were unanimous did not include Keyes)

Pledge of Allegiance

President Jenc informed the Board of Education that the meeting's agenda has been amended to change the OHS 2018 Choral Experience in Chicago, IL from a *for future action* item to *for action* because of the timing of the trip.

President Jenc announced that Superintendent Dr. Tuttle is home recovering from knee surgery. He welcomed CFO Julie Omer who will preside over the meeting in place of Dr. Tuttle.

CFO Julie Omer welcomed Mr. Steve Brooks, Director of Curriculum and Instruction to the meeting.

Election of Officers

CFO Julie Omer shared the process that is required to be used by the Board of Education for the annual election of officers. She explained that she will open up the nominations for Board President by taking the first nominations. The same process will be used by the newly elected President for the offices of Vice President, Secretary and Treasurer. When the elections are completed, the meeting will continue with the new officers in place.

CFO Omer opened the nominations for the office of Board President. Rick Mowen nominated Tim Jenc for the office of Board President. Mr. Jenc accepted the nomination. There were no other nominations. Moved by Mowen, supported by Webster to close the nominations for the office of Board President. Mr. Jenc was unanimously elected as Board President.

President Jenc opened the nominations for the office of Vice President. Motion by Cheryl Paez to nominate Rick Mowen. Mr. Mowen accepted the nomination. There were no other nominations. Moved by Ochodnicki, supported by Webster to close the nominations for the office of Vice President. Rick Mowen was unanimously elected to the office of Vice President.

President Jenc opened the nominations for the office of Secretary. Motion by Marlene Webster to nominate Shelly Ochodnicki. Shelly Ochodnicki accepted the nomination. There were no other nominations. Moved by Webster, supported by Krauss to close the nominations for the office of Secretary. Shelly Ochodnicki was unanimously elected to the office of Secretary.

President Jenc opened the nominations for the office of Treasurer. Motion by Mowen to nominate Cheryl Paez. Mrs. Paez accepted the nomination. There were no other nominations. Moved by Mowen, supported by Webster to close the nominations for the office of Treasurer. Cheryl Paez was unanimously elected to the office of Treasurer.

Building Reports

As part of the Celebrate Kids! segment of the meeting, CFO Omer welcomed Ms. Shelly Collison, Interim Principal of Bryant Elementary School. Ms. Collison thanked the Board of Education for inviting the Bryant Elementary School second and third graders to meeting so they could share information about the writing process they completed for the Bryant Author's Celebration. Family and friends of the

students were invited to participate in the celebration. Over 155 guests attended the event and provided the students with feedback on their writing samples.

Mrs. Kristina Crandell, Bryant Elementary Third Grade Teacher explained that during the first two and one-half months of school, students worked on creating true stories and personnel narratives that they were willing to share with others. The writing process began with the students writing a rough draft of their story. Their stories were then edited and revised before the final copy was turned into a book. The students also worked on creating a cover for their book that would draw the reader's attention. Bryant students Kloie Rusk, Jaxon Fedewa, Sloan Hotchkiss, Audri Hrncharik, Braylon Hrncharik, and MacKenna Hall shared information about their stories and what they liked the most about the writing process.

Athletic Director Dallas Lintner recognized Owosso High School sophomore Jordan Sowash for being named Academic All-State in Cross Country by the Michigan Interscholastic Track Coaches Association. Mr. Linter commented that Jordan has a 4.0 GPA and is currently doing very well on the Boys' Swim team. He added that Owosso High School is very fortunate to have Jordan as a three sport athlete.

Emerson Elementary Principal Terry Sedlar announced that Linda Cauthen, Paraprofessional at Emerson retired on January 5, 2018 after 17 years of service with the District. Mrs. Cauthen was unable to attend the meeting.

President Tim Jenc commented that even though January is School Board Recognition Month, he along with the entire Board of Education do not feel that they need to be formally recognized.

CFO Julie Omer announced that in observance of School Board Recognition Month, it is hoped that everyone takes the opportunity to thank the Owosso Public Schools Board members for their service. The acronym DEDICATED LEADERSHIP, which is based on the qualities and objectives of the Board was shared by Mrs. Omer. Difficult decisions to create long term stability. Extracurricular activities support and expansion. Development of staff through high quality professional learning. International Baccalaureate support and expansion. Career and Technical Education expansion. Academic All State Champions – OHS and overall encouragement. Technology infrastructure upgrade including one to one devices. Early College programs. Driven to improve the District's transportation fleet. Lincoln Alternative High School – program creation and support. Entrepreneurship opportunities – K-12. Advanced Placement – most in county. Difference makers – willing to focus on the whole child. Expansion of community outreach – Snow Globe, senior citizens, etc. Real world advocacy through communication with legislators. Safety and Security measures – cameras, locks, policies. Hope for students through nutrition programs. Intervention measures to address all student's needs. Passage of sinking fund millages and bond millage (passionate). On behalf of the District, Mrs. Omer presented the Board members with a small token of appreciation for all that they do for Owosso Public Schools.

Board of Education Student Representative Andrew Pond reported that the ABC Channel 12 Early Morning Spirit Cup Assembly has been rescheduled for February 2nd at 5 am in the Owosso High School gymnasium. Marc Jacobson of ABC 12 will be broadcasting live at the event. The first 50 students to arrive at the assembly will receive a ticket to attend the movie "Hidden Figures" in the auditorium. The total amount raised District-wide for the canned food drive was approximately \$3,200. Andrew applauded Dr. Ayaz Jafri for initiating a Go Fund Me after being approached by OHS Advisor and Teacher Mrs. Kristen Bratschi and himself. In total, Mr. Jafri was able to raise almost \$4,000 for the canned food drive. A total of \$7,000 was raised that will go towards the OPS Backpack Program and all canned goods will be donated to local food banks. Andrew remarked that a lot of effort went into the canned food drive this year and he is very happy with the results. He also thanked the community and students of OPS for their support of the event.

Andrew Pond announced that Student Council sponsored a Chili Cook Off during the previous week. About 10 staff members made chili and proceeds all went to the OPS Backpack Program.

Andrew Pond reported that a masquerade themed winter formal will take place on February 3rd from 7-10 pm at D'Mar Banquet and Conference Center. Tickets costs \$15 per person and will go on sale the week of January 22nd.

Andrew Pond informed the Board that members of the OHS Student Government are working on kindness projects that all members will plan during every meeting. Their intent is to give back to students and OPS staff members. The students are planning to put together gift baskets for Crossing Guards and create signs for the OHS basketball teams.

Board Correspondence

Steve Brooks, Director of Curriculum and Instruction reported that over the past two weeks he has completed walk-throughs in all of the District's school buildings. During the walk-throughs he has met with administrators and staff, which has gone very well.

Mr. Brooks announced that the MI School Data Parent Dash Board for school transparency was recently released to the public. After analyzing the scores for Owosso Public Schools, the District is showing faster growth when compared to schools with the same demographics and is above state averages.

Mr. Brooks informed the Board that Dr. Michal Taylor is scheduled to be in the District January 30-31. She will be working with all K-5 teachers and the middle school's English teachers. Dr. Taylor will continue her work with teachers in May 2018.

Mr. Brooks reported that the March 14th Professional Development schedule has been finalized. The Professional Development will be held in the afternoon and additional information about the day is forthcoming.

Mr. Brooks stated that Kindergarten Registration is now in full swing. A theme for this year's registration has been determined and information is being assembled for parent packets.

Mr. Brooks announced that in early February Mr. Jeff Phillips and a group of teachers will travel to Savannah, Georgia for an IB workshop in preparation for the reauthorization visit that will occur next year. Title II funds will cover the cost of the trip. Middle school staff members attended IB trainings last summer. The trainings are essential for the streamlining of IB content in grades 6-12. In addition, trainings will occur in the summer of 2018 for new teachers.

Public Participation

President Jenc stated that the Board of Education is a public body and recognizes the value of public comment on educational issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded that they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

There were no comments from the public.

For Action

- Moved by Ochodnicky, supported by Webster to approve the December 11, 2017 regular meeting minutes, current bills, and financials as presented. Motion carried unanimously.
- Moved by Mowen, supported by Webster to resolve that the Board of Education adopt the Bylaws for Owosso Public Schools as presented in the resolution. Motion carried unanimously.

- Moved by Mowen, supported by Webster to resolve that the Owosso Board of Education authorize the Superintendent of Schools or his/her designee to conduct and manage any school elections for the calendar year 2018. Motion carried unanimously.
- Moved by Mowen, supported by Webster to resolve that the Owosso Board of Education retain Thrun Law Firm, P.C. as the District's attorneys. Motion carried unanimously.
- Moved by Mowen, supported by Webster that the Board of Education authorize the Superintendent or a Board designee to accept professional staff resignations on behalf of the Board. Motion carried unanimously.
- Moved by Mowen, supported by Webster that the depository and withdrawal authorized signers for the Owosso Public Schools' financial and banking transactions for the 2018 calendar year be approved as presented including authorization for necessary ACH transactions and/or bank transfers. Motion carried unanimously.
- Moved by Ochodnicki, supported by Webster to appoint Vice President Rick Mowen as a representative of the Shiawassee County School Board Executive Board and at the SRESB Budget Review and Election. Motion carried unanimously.
- Moved by Paez, supported by Mowen to approve the out-of-state travel by Owosso High School students to attend and compete in the VE Great Lakes Regional Conference and Exhibition to be held in Rosemont, IL on January 31-February 2, 2018. Motion carried unanimously.
- Moved by Ochodnicki, supported by Mowen to authorize the Superintendent to sign the agreement with Kingscott & Associates for Architectural and Engineering Services for the bond passed in November of 2017. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to authorize the Superintendent to sign the agreement with Clark Construction for construction management services for the bond passed in November of 2017. Motion carried unanimously.
- Moved by Mowen, supported by Krauss to authorize the Superintendent to sign off on the amended temporary easement to the property located by and inclusive of the south driveway alongside of the Owosso Middle School located at 219 N. Water Street next to the Kincaid Henry Building Group, Inc. and Shiawassee Regional Chamber of Commerce. Motion carried unanimously.
- Moved by Mowen, supported by Webster to approve the out-of-state travel for Owosso High School Choir students and teacher Jessica Nieuwkoop on a trip to Chicago, IL on February 15-16, 2018. Motion carried unanimously.

For Future Action

- The Board of Education will be asked to adopt the revised resolution to the appropriations for the General Fund 2017-18 fiscal year. CFO Julie Omer reported that the revised budget reflects an increase of \$501,000 in revenue from the original budget that was adopted June 23, 2017. The increase is predominantly related to grants, changes in the Foundation Allowance (increase of \$20/FTE), and a slightly better than expected FTE count. The total change in expenses from the 2017-18 original budget revision equates to \$213,000. The projected deficit spending for the 2017-18 proposed budget revision #1 is \$1,361,000. The projected fund balance at June 30, 2018 is \$2,551,000.
- The Board of Education will be asked to adopt the revised resolution to the appropriations for the School Service Fund for the 2017-2018 fiscal year. The majority of the changes in revenue is associated with a change in the revenue from the 2017 Summer Food program which is a decrease of \$25,000. The overall expenditures are expected to decrease a net of \$32,000. A significant decrease was realized from lowering the expectation of funds to be invested in capital outlay. This was offset by increases in other areas. The projected remaining fund balance as of the end of June 30, 2018 is \$110,000. President Jenc commended CFO Julie Omer for continually doing a great job with the budgets. Trustee Webster remarked that Mrs. Omer always makes the budget easy to understand for everyone.
- The Board of Education will be asked to authorize the purchase of high school marching band uniforms, high school concert band uniforms, and high school majorette uniforms with a general fund cost not to exceed an amount yet to be determined. OHS Band Directors Jillian Kowalczyk and

Jordan Sterk presented a sample uniform that honors the tradition of the Owosso High School band program and has more of a modern design. Vice President Mowen commented that the current uniforms will be passed down to the Freshman band when the new uniforms arrive. Mr. Mowen asked if the Band Boosters were willing to consider a sponsorship with an inscription in the new uniforms to help cover the cost. Olga Quick responded to Mr. Mowen's question and stated that it has been her personal experience that students are not always comfortable going out and soliciting in the community. However, she will present this to the Band Boosters during the next meeting for their consideration. Mrs. Kowalczyk stated that the goal is to have the new uniforms in the District by the Fall of 2018.

For Information

CFO Omer reported that Austin Klapko has accepted the Student Facilitator position at Bryant Elementary. Heather Smith, Food Service Worker at Central Elementary has submitted her letter of resignation effective, January 12, 2018, but will continue to work for the district as a sub food service worker. Linda Cauthen, Paraprofessional at Emerson Elementary has retired effective January 5, 2018 after 17 years of service with the District.

Public Participation

Olga Quick announced that the Band Boosters will host the annual Jazz Band Dinner Dance Fundraiser on February 24th at D'Mar Banquet & Conference Center beginning at 6:30 pm. The organization is also collecting donations for the silent auction.

Board Member Comments/Updates

President Tim Jenc stated that the 9th annual Snow Globe Classic was held on January 20th at Owosso High School. He thanked Jeff Phillips and Dallas Lintner for their work on the event and continued support over the years. Mr. Jenc also recognized the Food Service Department and National Honor Society students for their involvement.

President Jenc announced that there will be a pontoon boat raffle for the OHS Career and Technical Education programs. Crest Marine of Owosso has donated a boat valued at \$40,000 for CTE. Mr. Jenc encouraged everyone to buy tickets and stated that more information is forthcoming.

Trustee Ty Krauss thanked the District for the Board Recognition Month gift. He commented that he truly enjoys serving on the Board of Education and plans to endorse his \$100 stipend back to the District.

Vice President Rick Mowen remarked that he hopes Superintendent Tuttle is faring well during her recovery.

Vice President Mowen also thanked everyone for acknowledging School Board Recognition Month. He remarked that he truly enjoys giving back to the District and is very proud of the students of OPS.

Vice President Mowen welcomed Steve Brooks to his new position as Director of Curriculum and Instruction. He stated that he has already heard great things about Mr. Brooks in his new role and was a great principal as well. Mr. Mowen also recognized the administrative team for doing a great job during Superintendent Tuttle's absence.

President Jenc reminded everyone that Steve Brooks still plans to organize the annual Bill Aue Golf Outing.

Secretary Shelly Ochodnický thanked everyone for the Board recognition gift.

Secretary Ochodnický remarked that this was the first Board Meeting that Superintendent Tuttle has ever missed during her tenure as Superintendent.

Secretary Ochodnicki thanked everyone for their efforts with Kindergarten Registration. A special thanks was given to Jessica Thompson, Community Education Director and Bridgit Spielman, Central Elementary Principal for the time they put into Kindergarten Registration. Mrs. Ochodnicki commented that the Trojan tradition will continue in her family during the 2018-19 school year. Her baby will be graduating from Owosso High School and her grandchild will hopefully begin the Young 5's program.

Secretary Ochodnicki commented that she is very excited about the purchase of new band uniforms. She also thanked Band Directors Jillian Kowalczyk and Jordan Sterk for attending the meeting even though school wasn't in session.

Treasurer Cheryl Paez thanked the District for the nice Board recognition gift. She also wished everyone a happy new year.

Trustee Marlene Webster remarked that she appreciates how humble the entire Board is being with their remarks. She added that she has been a member of the OPS Board of Education for seven years and in spite of people questioning why she would want to be on the Board when she ran for the office, her experience has been very good. During her tenure the Board has had to make some very difficult decisions, experienced some tough times, attempted to pass a bond, closed schools, and was facing a huge deficit seven years ago. Throughout all of this, the Board has never had a split vote, but there have been occasions when one or two people voted against a proposal as a matter of conviction. Mrs. Webster applauded the Board for their unity and commented that she loves serving with the entire OPS Board of Education. She added that the Board members serve the District because they love Owosso Public Schools, the entire staff, and students.

Upcoming Board Meeting Dates:

February 12: Committee of the Whole, Washington Campus: 5-7 pm
February 26: Regular Board Meeting, 7:00 pm

Important Upcoming Dates:

January 23: Second Semester Begins
January 23: Exchange Student Luncheon (Italy), OHS Room 307, 11 am
January 25: LHS Parent/Teacher Conferences, 5:30 – 7 pm
January 26-27: Snowfest, Frankenmuth
February 2: ABC 12 Early Morning Pep Assembly at OHS, 5 am (rescheduled from December 15)
February 2 & 3: OHS Drama Performance, 7 pm
February 3: OHS Winter Formal, 7 pm
February 16-19: No School: Winter Recess
February 20: Exchange Student Luncheon, OHS Room 307, 11 am
February 20: OMS Choir Concert, 7 pm
February 21: OHS Band Concert, 7 pm
February 22: 8th Grade Parent Night, OHS 6 pm
February 23: LHS Community Breakfast, 7:45 am

Adjournment

Moved by Mowen, supported by Ochodnicki to adjourn at 7:57 pm. Motion carried unanimously.

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicki, Secretary

OWOSSO PUBLIC SCHOOLS
Board of Education Committee of the Whole Meeting Minutes
February 12, 2018
Report 17-91

President Jenc called the Board of Education Committee of the Whole Meeting to order at 5 pm. The meeting was held at the Washington Campus, 645 Alger Street, Owosso, MI 48867.

Present: Tim Jenc, Rick Mowen, Cheryl Paez, Shelly Ochodnicky, Marlene Webster, Sara Keyes,
 Ty Krauss, Andrea Tuttle, Steve Brooks, Clara Pitt
 Absent: All present

Pledge of Allegiance

Public Participation

President Jenc stated that the Board of Education is a public body and recognizes the value of public comment on educational issues. Time has been included in the meeting's agenda for public participation. Members of the audience were reminded that they should announce their name and group affiliation when applicable and to limit their participation time to three minutes or less. Comments should be directed to the Board and be relevant to the business of the Board of Education. This is not an opportunity for dialogue with the Board of Education. The rules of common courtesy should also be observed.

There were no comments from the public.

Marketing

Superintendent Tuttle proudly displayed a sample of the marketing folder that will be used for School of Choice students and as a marketing tool for the District. A letter will be included in each folder that will be adapted for the audience that it is sent to. She commented that it was a team effort to complete the folder and acknowledged Jessica Thompson and Steve Brooks for their work on the project. Superintendent Tuttle informed the Board that a billboard promoting the District will be placed across from Woodard Station.

Today's Trojan

A draft of the second edition of the Today's Trojan that will be sent out to the community in the next week or two was shared with the Board. Superintendent Tuttle explained that each building submitted a story that will be featured in the publication. The publication will have the same format as the first edition and will include the bond timeline.

Student Count

Superintendent Tuttle announced that the February pupil count was up for the first time since her tenure as Superintendent. The District's enrollment has increased in almost every grade level except grade 12, which is attributed to early graduation and Lincoln High School drop outs. In addition, several students have left the District to enroll in Ovid-Elsie's online school, but only one student has earned one credit. The online school is very difficult for students and they must be extremely disciplined to succeed in the program.

Talks with Tuttle

Superintendent Tuttle informed the Board that she plans to start meeting with 10 random students selected by their principal from each school. Her goal is to engage with the students and listen to what they are saying. The talks will include a complimentary breakfast.

Professional Development

Superintendent Tuttle reported that the District will hold a professional development for staff on the afternoon of March 14, 2018. The PD agenda was shared with the Board. Tom Mynsberge of Critical

Incident Management, Inc. will present during the meeting. The Superintendent's annual State of the District address will also take place from 2-3 pm in the high school auditorium. The Board was welcomed to attend the address.

Staffing for 2018-2019

Superintendent Tuttle informed the Board that a high school science teacher was recently hired contingent upon Board approval. There is an expected need for science and special education teachers in 2018-19. Steve Brooks, Rich Collins, and Cathy Dwyer plan to attend job fairs in the coming weeks.

Governor's Budget

Superintendent Tuttle reported that Governor Snyder's proposed budget will be in favor of the district. The Governor has proposed a foundation increase of \$312 million. Using the 2X formula to distribute this new money, this results in a \$120-\$240 increase to the foundation allowance bringing the minimum and base foundations to \$7,871 and \$8,409 respectively. Owosso Public Schools is a 2X district. Tim Jenc asked about monies from the Michigan Lottery that is supposedly garnered for schools. Superintendent Tuttle commented that schools receive the same amount of money every year from the State, regardless of how much money is profited from lottery ticket sales. She stated that she will do some research on the lottery and include her findings in one of her future Tuttle Thoughts.

Special Education/CTE County-wide Millage

Superintendent Tuttle explained that the SRES D has been in discussions about a county-wide CTE millage. All schools in the county are in favor of this because it would attract more students to their district for CTE classes. If a county-wide millage was passed it would offset a lot of our CTE cost and could possibly pay for CTE teachers. This would put more money back into the general fund. If voters were to approve the CTE millage, Owosso Public Schools would not lose any of our CTE programs; however, we would have to bus students to a school district if they have a course that we do not offer and only if spots are available after they have been filled by students in their own district. A special education non-homestead millage may be on the ballot this year to restore funds that the SRES D previously had. This millage would help the SRES D continue to offer special education services to us.

Bond

Superintendent Tuttle reported that Shelly Ochodnick y is representing the Board of Education at the bond planning meetings. Board members are welcome to attend these meetings, but should try to attend as many of the meetings as possible. As part of the initial planning phase for the upcoming bond construction, a Design Charrette for the Middle School/High School campus will be held on February 22, 2018. Community members that were instrumental in the passing of the bond will be invited to this collaborative meeting during which members of a team collaborate and sketch designs to explore and share diverse design ideas with each other and with the architects.

OPS Foundation

Shelly Ochodnick y commented that she would like to step away from the Foundation Board and have another Board of Education member consider replacing her. The Foundation Board has appointed Matt Van Epps as the President. The group recently completed strategic planning. The Foundation Board typically holds their meetings on the second Monday of each month at 12 pm. Marlene Webster stated that may be able to replace Mrs. Ochodnick y.

Board of Education Goals and District Strategic Planning Goals

Superintendent Tuttle and the Board discussed District and Board of Education goals for 2018. Superintendent Tuttle shared some potential goals and objectives that she felt were significant to the District. The Board was in agreement that bullying should be addressed in all schools and be considered as a District Goal. The proposed goals as discussed in the meeting are as follows:

**Owosso Public Schools
Proposed District Goals
2018-2019**

I. Student Achievement:

50% of student's district-wide will score at or above county and state averages on the Science M-STEP.

Action Plan

- A. Teachers will meet in grade level teams where the scope and sequence of the Science curricular using Next Generation Science standards will be commonly agreed upon.
- B. Grade level Science Curriculum will be established.
- C. Common Assessments will be created and assessment data will be analyzed and inputted into Illuminate.
- D. Dedicated time to Science will be established with Instructional Leadership Council (ILC) and grade level teams. Teachers should engage students in integrated teaching of Science for 30-60 minutes a day.
- E. Science Fitness Curriculum will focus on test-taking skill, vocabulary, interpreting information, scientific process, etc.
- F. Weekly Science lessons will be required. The documentation will indicate which Next Generation Science Standards were covered.
- G. Cross-Curricular, IB thematic lessons will focus on Next Generation Science Standards (i.e. using Making Meaning books that correlate with the Science lessons of the week).
- H. Dedicated grade level opportunities will occur under the direction of the Director of Curriculum and Instruction.
- I. Instructional Leadership Council meetings will have a Science focus and will model Science instruction.
- J. Teachers will analyze test scores and check for patterns of understanding.
- K. Director of Curriculum and Instruction will work with staff to further familiarize themselves with the Science M-STEP and the expectations for students.

II. Facilities:

Efficiently and effectivity complete the bond project.

Action Plan:

- A. Establish a timeline and communicate the timeline to district team members and community members. Provide updates on a quarterly basis.
- B. Establish design teams from MS/HS/Elementary.
- C. Establish steering committee.
- D. Communicate with architects and construction managers on at least a weekly basis.
- E. Provide updates to Board via Friday letters, subcommittees and Board meetings.
- F. Provide media updates on at least a quarterly basis.
- G. Utilize social media and print media to communicate with public.
- H. Communicate with CFO on a weekly basis regarding finances.
- I. Communicate to whole staff at opening day PD, State of District, and through email communication.
- J. Visit construction sites on at least a weekly basis.
- K. Visit other districts to observe similar projects.
- L. Research best options for our district.
- M. Communicate with experts from our district (i.e. Transportation Director about traffic flow at HS/MS facility).
- N. Communicate with the city and attempt to partner on any projects that would benefit both entities (i.e. North Street).

- O. Partnering with other organizations/community to enhance the current scope of the project (i.e. Cook Family Foundation).
- P. Work to sell the MS at a reasonable value to a reputable buyer that will utilize the building and benefit the community.

III. Facilities:

Renew a 2% Five-year Sinking Fund.

Action Plan:

- A. File/process the necessary paper work to ensure the sinking fund renewal is on the August 2018 ballot.
- B. Educate the community via newsprint (Trojan Times/Tuttle Thoughts), social media, presentations, school district communication tools (parent letters, emails, etc.), and face to face communication.
- C. Communicate effectively with the Board regarding necessary communication.
- D. Continued communication with Spicer to establish facilities appraisal document (weekly meetings).
- E. Provide recommendations to the Board for the expenditure of sinking fund money.
- F. Ask our bond team to assist in communicating and educating the public.

IV. Customer Service:

Action Plan:

- A. Meet with 10 students from every building each month for the purpose of open and honest communication regarding district areas of strengths and areas needing improvement.
- B. Send letters to students who have achieved various recognition: Student of the Month, Fine-Arts accomplishments, athletic accomplishments.
- C. Attend as many events throughout the day and during the evening and weekends to represent Owosso and be present for the district and community.

V. School Culture

Provide a positive culture

Action Plan:

- A. Understand the extent, seriousness, and dynamics of bullying by talking with students during monthly Tuttle Talks.
- B. Establish Intervention Programs for Socially-Vulnerable Students. Identify the most socially (Early Warning Signs or 40 developmental assets)-vulnerable students at the school.
- C. Check in/Check out systems of intervention
- D. Social work groups
- E. Character Counts curriculum
- F. New student buddy system
- G. Peer to Peer
- H. Student Success Meetings (referrals, attendance, discipline and academics).
- I. Approaches to Learning
- J. Anti-Bullying curriculum
- K. Talks with principals: Principals will be required to meet with randomly selected groups to discuss a variety of topics including bullying and bullying prevention.
- L. Implement restorative justice practices when reasonable to help victims confront the bullies with administrator mediation.
- M. Establish bullying reporting document consistently for district use.

**Board of Education Proposed Goals
Jan. 2018-December 2018**

Board Goal Area #1: Fiscal Responsibility: Owosso Public Schools will maintain the financial integrity of our district while providing quality programs that meet or exceed the needs of all students.

Objective: The school district seeks to maintain a minimum unassigned balance in its' general fund ranging from five (5%) to fifteen (15%) percent of the subsequent year's budgeted expenditures and outgoing transfers. Strategies recommended to support ensure highest levels of fiscal responsibility include:

1. Transparent, long range and student-centered budget planning that includes a balanced budget over three years.
2. Consolidation and co-operative use of all services/facilities.

Board Goal Area # 2: Represent the District and Community Positively: Owosso Public Schools Board of Education will hold itself to the highest standard possible out of respect to the school and community that we serve.

Objectives:

1. The members of the Board will participate in education opportunities and workshops offered to them.
2. The members of the Board will see themselves as contributing members of the education community.
3. The members of the Board will be represented at the Owosso Community Foundation meetings and will be actively involved in strengthening the Foundation.
4. The Board will develop an orientation packet that will provide information to board members about the work and expectations of board members.
 - All Board members take the CBA – 101 class.
 - Board members attend at least 80% of the meetings held each year.
 - Board members are able to communicate goals and missions of the district to the community.
 - Board meetings operate in an efficient and effective manner.
 - Board members speak with one voice.
 - Board members are encouraged to continue taking classes toward CBA certification.

Board Goal Area #3: Student Achievement:

50% of student's district-wide will score at or above county and state averages on the Science M-STEP (reflected on 2020 MSTEP data).

District Action Plan

- A. Teachers will meet in grade level teams where the scope and sequence of the Science curricular using Next Generation Science standards will be commonly agreed upon.
- B. Grade level Science Curriculum will be established.
- C. Common Assessments will be created and assessment data will be analyzed and inputted into Illuminate.
- D. Dedicated time to Science will be established with Instructional Leadership Council (ILC) and grade level teams.
- E. Science Fitness Curriculum will focus on test-taking skill, vocabulary, interpreting information, scientific process, etc.

- F. Weekly Science lessons will be required. The documentation will indicate which Next Generation Science Standards were covered.
- G. Cross-Curricular, IB thematic lessons will focus on Next Generation Science Standards (i.e. using Making Meaning books that correlate with the Science lessons of the week).
- H. Dedicated grade level opportunities will occur under the direction of the Director of Curriculum and Instruction.
- I. Instructional Leadership Council meetings will have a Science focus and will model Science instruction.

Objectives:

- 1. The members of the Board will review data including achievement data as well as attendance, demographics
- 2. The members of the Board will review 2020 Science M-STEP data to determine progress toward meeting goal.
- 3. The members of the Board will seek to support innovation and initiatives that foster innovation.
- 4. The members of the Board will support a Science curriculum.

Board Goal Area #4: To ensure the most efficient and effective facilities for providing a modern day learning environment.

Objectives:

- 1. The Board of Education will be represented on the bond steering committee and the Board representative will provide communication/feedback to other members of the Board.
- 2. The members of the Board will ensure that the community is updated regarding bond progress.
- 3. The members of the Board will ensure that construction is cost efficient and deliver the needs of the district as noted in the bond language.
- 4. The members of the Board will strive to sell the existing MS to a reputable source that will be positive for the community.
- 5. The members of the Board will work to pass a 2% 5-year sinking fund to ensure that the aging buildings provide a safe and secure environment.

Adjournment

The meeting adjourned at 7:15 pm

Minutes recorded by Clara Pitt

Respectfully submitted,

Shelly Ochodnicki, Secretary

OWOSSO PUBLIC SCHOOLS
EXPENDITURE REPORT
JANUARY 15, 2018 - FEBRUARY 18, 2018
REPORT 17-95

CHECK RUN ACTIVITY BY FUND

GENERAL FUND	\$573,596.69
SERVICE FUND	\$40,656.23
SINKING FUND	

CHECK RUN TOTAL \$614,252.92

CREDIT CARD ACTIVITY BY FUND (1/05/18-2/04/2018 - Posting date)

GENERAL FUND (JANUARY ACTIVITY)	\$ 18,886.89
SERVICE FUND (JANUARY ACTIVITY)	\$ 378.13
ORGANIZATIONAL FUND (JANUARY ACTIVITY)	\$ 1,638.76

CREDIT CARD TOTAL \$ 20,903.78

GORDON FOOD SERVICE ACTIVITY (SERVICE FUND)

PAYMENT 1/15/18	\$ 15,182.76
PAYMENT 1/22/18	\$ 11,493.79
PAYMENT 1/26/18	\$ 14,261.06
PAYMENT 2/06/18	\$ 10,556.63
PAYMENT 2/13/18	\$ 12,803.91

DIRECT DRAW FROM BANK ACCOUNT \$ 64,298.15

PAYROLL (#15) 1/19/18	\$ 796,544.01
PAYROLL (#16) 2/2/218	\$ 822,813.58
PAYROLL (#17) 2/16/2018	\$ 793,550.17
UAAL STABILIZATION PAYMENT-2/05/2018 - JANUARY	\$ 180,419.49

PAYROLL TOTAL \$ 2,593,327.25

GRAND TOTAL \$ 3,292,782.10

Check Register for Bank Account ID CHEM1

From 01/15/2018 to 02/18/2018

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
097357	01/18/2018	1 Comp	Cleared	01/31/2018 007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENT	121.80
097358	01/18/2018	1 Comp	Cleared	01/31/2018 001202 CONSUMERS ENERGY	UTIL/GAS&ELEC JAN 2018	45,826.90
097359	01/18/2018	1 Comp	Cleared	01/31/2018 008016 CRANSHAW, PAULINE	OPER/CRANSHAW/MILEAGE	19.26
097360	01/18/2018	1 Comp	Cleared	01/31/2018 003248 CRYSTAL CLEAN WATER	ADM/WATER	52.00
097361	01/18/2018	1 Comp	Cleared	01/31/2018 001410 DALTON ELEVATOR	OPER/KLAPKO/WELDING SUPPLI	45.00
097362	01/18/2018	1 Comp	Cleared	01/31/2018 007248 FIRST	HANKERD/ROBOTICS/REGISTRAT	2,000.00
097363	01/18/2018	1 Comp	Cleared	01/31/2018 008398 FLOOR CARE CONCEPTS & SUPPLY	OPER/KLAPKO/GYM FLOOR REPA	13,334.50
097364	01/18/2018	1 Comp	Cleared	01/31/2018 100821 FOURNIER, JAMES LEE	CE/FOURNIER/SUPPLIES	18.43
097365	01/18/2018	1 Comp	Open	008028 GOLDBERG, DIANE	OPER/GOLDBERG/MILEAGE	21.22
097366	01/18/2018	1 Comp	Cleared	01/31/2018 100069 HEINEMANN	OMS/COLLINS/LITERACY PROGR	5,395.50
097367	01/18/2018	1 Comp	Cleared	01/31/2018 008220 J & H OIL CO.	OPER/KLAPKO/FUEL	904.20
097368	01/18/2018	1 Comp	Cleared	01/31/2018 004730 J. W. PEPPER & SON INC.	MS/SCHAFFERT/MUSIC	128.87
097369	01/18/2018	1 Comp	Cleared	01/31/2018 005756 KENTWOOD OFFICE FURNITURE	ADM/DESK SET	1,517.28
097370	01/18/2018	1 Comp	Cleared	01/31/2018 102408 LANSING SANITARY SUPPLY INC.	OPER/KLAPKO/CUSTODIAL SUPP	51.77
097371	01/18/2018	1 Comp	Cleared	01/31/2018 003660 MEDLER ELECTRIC COMPANY	OPER/KLAPKO/LIGHT BULBS	1,389.96
097372	01/18/2018	1 Comp	Cleared	01/31/2018 008158 MICHIGAN COLLEGE ACCESS NETWORK	HS/KURTZ/CONF REGISTRATION	175.00
097373	01/18/2018	1 Comp	Cleared	01/31/2018 008397 MICHIGAN LAUNDRY MACHINERY	OPER/KLAPKO/WASHING MACHIN	428.40
097374	01/18/2018	1 Comp	Open	008072 NIZINSKI JR, RONALD	HS/NIZINSKI/CONF REIMBURSE	63.22
097375	01/18/2018	1 Comp	Cleared	01/31/2018 004600 OPS FOOD SERVICE FUND	BB/ROWELL/GSRP LUNCHESES	141.20
097376	01/18/2018	1 Comp	Cleared	01/31/2018 007851 OREILLY AUTO PARTS	OPER/KLAPKO/REPAIR PARTS	173.16
097377	01/18/2018	1 Comp	Open	004553 OWOSSO HITCH & PLOW CENTER INC	OPER/KLAPKO/BOLT KIT	60.98
097378	01/18/2018	1 Comp	Cleared	01/31/2018 004590 OWOSSO PUB. SCH. ATHLETIC FUND	ATH/SMITH/OFFICIALS	5,000.00
097379	01/18/2018	1 Comp	Cleared	01/31/2018 004652 PCMI - WEST	BB STAFF PAYMENT	8,644.26
097380	01/18/2018	1 Comp	Cleared	01/31/2018 001705 PHILLIPS, JEFF	HS/PHILLIPS/MILEAGE	46.87
097381	01/18/2018	1 Comp	Cleared	01/31/2018 100765 PITT, CLARA	ADM/PITT/BOARD RECOGNITION	122.35
097382	01/18/2018	1 Comp	Cleared	01/31/2018 008309 PRO COMM INC.	TRANS/DELONG/RADIO&ANTENNA	940.60
097383	01/18/2018	1 Comp	Cleared	01/31/2018 100135 QUILL CORPORATION	EM/NIDEFSKI/MOUSE & BATTER	91.48
097384	01/18/2018	1 Comp	Open	000323 ROTARY CLUB OF OWOSSO	ADM/TUTTLE/DEC DUES	35.50
097385	01/18/2018	1 Comp	Cleared	01/31/2018 007587 SCHOOL FIX	BR/STRAUSS/PROJECTOR SCREE	275.14
097386	01/18/2018	1 Comp	Cleared	01/31/2018 005600 SHERWIN-WILLIAMS COMPANY	OPER/KLAPKO/PAINT	272.71
097387	01/18/2018	1 Comp	Open	005610 SHIawassee COUNTY HEALTH DEPT.	OPER/KLAPKO/POOL LICENSE F	101.00
097388	01/18/2018	1 Comp	Cleared	01/31/2018 005625 SHIawassee RESD	OHS/ADAMS/DUAL ENROLLMENT	1,149.00
097389	01/18/2018	1 Comp	Cleared	01/31/2018 100267 UNUM LIFE INSURANCE	FEB 2018 BILL/GF STAFF	2,683.17
097390	01/18/2018	1 Comp	Cleared	01/31/2018 100267 UNUM LIFE INSURANCE	FEB 2018 BILL/ADMIN STAFF	1,030.55
097391	01/18/2018	1 Comp	Cleared	01/31/2018 006510 VALLEY LUMBER COMPANY	HS/MALLORY/SUPPLIES	57.45
097392	01/18/2018	1 Comp	Cleared	01/31/2018 006511 WASTE MANAGEMENT OF FLINT	UTIL/TRASH SVC/DEC 2017	2,039.95
097393	01/18/2018	1 Comp	Cleared	01/31/2018 001313 WERTZ, ANGELA	EM/WERTZ/SUPPLIES	40.10
097394	01/18/2018	1 Comp	Cleared	01/31/2018 006845 WIN'S CORPORATE OFFICE	OPER/KLAPKO/ELECTRICAL SUP	690.32
097395	01/25/2018	1 Comp	Cleared	01/31/2018 008389 CHEERLEADING COMPANY INC.	OMS/DWYER/SPIRIT PACK	1,234.75
097396	01/25/2018	1 Comp	Open	007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENT	60.90
097397	01/25/2018	1 Comp	Cleared	01/31/2018 100049 CLARK FIRE & SAFETY INC.	OPER/KLAPKO/INSPECTION FEE	312.00
097398	01/25/2018	1 Comp	Cleared	01/31/2018 002328 CLINTON COUNTY RESA	HS/COMRIE/CONF REGISTRATIO	60.00
097399	01/25/2018	1 Comp	Open	004065 CONRAD, CHRIS	OPER/CONRAD/MILEAGE	64.29
097400	01/25/2018	1 Comp	Cleared	01/31/2018 102034 DELL MARKETING, L.P.	ADM/WATSON/SERVER	14,995.00
097401	01/25/2018	1 Comp	Open	100199 DISCOUNT SCHOOL SUPPLY	BENT/HURLEY/REST MAT	159.95
097402	01/25/2018	1 Comp	Cleared	01/31/2018 004106 EATON RESA	HS/CONF REGISTRATION	75.00
097403	01/25/2018	1 Comp	Cleared	01/31/2018 002916 GCR TIRE CENTER	TRANS/DELONG/RECAP TIRES	1,751.00
097404	01/25/2018	1 Comp	Cleared	01/31/2018 002390 GILBERT'S DO IT BEST HARDWARE	OPER/KLAPKO/SUPPLIES	655.30
097405	01/25/2018	1 Comp	Cleared	01/31/2018 008198 GLAZIER CLINICS	HS/SMITH/CLINICS	479.00
097406	01/25/2018	1 Comp	Cleared	01/31/2018 000070 H. K. ALLEN PAPER COMPANY	OPER/KLAPKO/CUSTODIAL SUPP	1,403.20
097407	01/25/2018	1 Comp	Cleared	01/31/2018 000764 ITHACA PUBLIC SCHOOLS	ATH/SMITH/4-30 TRACK ENTRY	200.00
097408	01/25/2018	1 Comp	Open	003448 LOCKER ROOM & TROPHY PLACE	ADM/RETIREMENT AWARD	42.50
097409	01/25/2018	1 Comp	Cleared	01/31/2018 100268 MASA	HS/VANEPPS/CONF REG	160.00
097410	01/25/2018	1 Comp	Cleared	01/31/2018 003780 MESSA	FEB 2018 BILL/OESPA STAFF	52,270.41

Check Register for Bank Account ID CHEM1

From 01/15/2018 to 02/18/2018

From Check First to Last

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097411	01/25/2018	1 Comp	Cleared	01/31/2018 003780 MESSA	FEB 2018 BILL/TEACHERS	217,641.51
097412	01/25/2018	1 Comp	Cleared	01/31/2018 003780 MESSA	FEB 2017 BILL/ADMIN STAFF	24,346.15
097413	01/25/2018	1 Comp	Cleared	01/31/2018 003780 MESSA	FEB 2018 BILL/NON-UNION	16,729.63
097414	01/25/2018	1 Comp	Cleared	01/31/2018 007158 MOMAR, INCORPORATED	OPER/KLAPKO/BOILER PROTECT	295.00
097415	01/25/2018	1 Comp	Cleared	01/31/2018 005928 MURRAY, ANDREW	MS/MURRAY/SUPPLIES	45.45
097416	01/25/2018	1 Comp	Open	004600 OPS FOOD SERVICE FUND	ADM/PITT/MEETING	286.41
097417	01/25/2018	1 Comp	Cleared	01/31/2018 008010 OWOSSO MEDICAL GROUP	MDOT PHYSICAL/ESSEX	85.00
097418	01/25/2018	1 Comp	Open	101833 PERRY PUBLIC SCHOOLS	ATH/SMITH/8/19-9/16-9/30 V	540.00
097419	01/25/2018	1 Comp	Open	004790 PITNEY BOWES	ADM/POSTAGE	500.00
097420	01/25/2018	1 Comp	Open	100135 QUILL CORPORATION	BENT/HELVIE/PAPER/INK	343.77
097421	01/25/2018	1 Comp	Open	008234 READING READING BOOKS	EM/CICALO/LEVELED READERS	297.82
097422	01/25/2018	1 Comp	Cleared	01/31/2018 005420 SCHOOL SPECIALTY INC.	OMS/HENRY/SUPPLIES	1,717.99
097423	01/25/2018	1 Comp	Cleared	01/31/2018 005520 SECURITY ALARM COMPANY INC.	OPER/KLAPKO/ALARM REPAIR	125.00
097424	01/25/2018	1 Comp	Cleared	01/31/2018 100017 SET-SEG	FLEET INSURANCE	596.00
097425	01/25/2018	1 Comp	Cleared	01/31/2018 006816 SHIA ECONOMIC DEV. PARTNERSHIP	2018 MEMBERSHIP	3,250.00
097426	01/25/2018	1 Comp	Cleared	01/31/2018 100810 SHIA. COUNTY ROAD COMMISSION	OPER/KLAPKO/ROAD SALT	330.93
097427	01/25/2018	1 Comp	Cleared	01/31/2018 005850 STAMP-RITE INC.	ADM/BROOKS/NAMEPLATE	18.70
097428	01/25/2018	1 Comp	Open	001119 UNITED PARCEL SERVICE	HS/POSTAGE	20.84
097429	01/30/2018	2 Comp	Open	004860 POSTMASTER	MS/KNIGHT/POSTAGE	35.00
097430	02/01/2018	1 Comp	Open	006502 ACCO BRANDS USA	OHS/GUYSKI/LAMINATING FILM	210.00
097431	02/01/2018	1 Comp	Open	008407 APPLIED IMAGING	COPIER RENTAL	37.40
097432	02/01/2018	1 Comp	Open	003794 BRYANT ELEMENTARY	ADM/COCA-COLA REIMBURSEMEN	57.75
097433	02/01/2018	1 Comp	Open	008392 CEDAR CREEK LUMBER	OHS/KRANTZ/SUPPLIES	2,960.40
097434	02/01/2018	1 Comp	Open	007974 CENTRAL ELEMENTARY SCHOOL	ADM/COCA-COLA REIMBURSEMEN	30.87
097435	02/01/2018	1 Comp	Open	007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENTAL	60.90
097436	02/01/2018	1 Comp	Open	005036 COLLEGE BOARD, MWRO	HS/BARTER/AP LIT TRAINING	275.00
097437	02/01/2018	1 Comp	Open	000124 CONTROL SOLUTIONS INC.	OPER/KLAPKO/HVAC REPAIR	805.00
097438	02/01/2018	1 Comp	Open	003386 DWYER, CATHY	MS/DWYER/SCHOOL STORE	120.81
097439	02/01/2018	1 Comp	Open	000008 EMERSON ELEMENTARY SCHOOL	ADM/COCA-COLA REIMBURSEMEN	49.25
097440	02/01/2018	1 Comp	Open	004753 FREEMAN, GREG	HS/FREEMAN/MILEAGE	128.32
097441	02/01/2018	1 Comp	Open	006197 FRONTIER	UTIL/PHONE SVC/JAN 2018	1,764.38
097442	02/01/2018	1 Comp	Open	002294 GILLETT, AARON	HS/GILLETT/CONF REIMBURSEM	82.30
097443	02/01/2018	1 Comp	Open	100069 HEINEMANN	BR/COLLISON/LEVELED LIT	10,791.00
097444	02/01/2018	1 Comp	Open	004227 KETCHUM, HEATHER	MS/KETCHUM/SUPPLIES	47.07
097445	02/01/2018	1 Comp	Open	008292 KONICA MINOLTA BUSINESS SOLUTION	10-1-17/12-31-17 MAINT PMT	15,484.54
097446	02/01/2018	1 Comp	Open	007056 MIAAA	ATH/SMITH/DUES	80.00
097447	02/01/2018	1 Comp	Open	004121 NAPA AUTO PARTS	OPER/KLAPKO/BATTERY CABLES	54.54
097448	02/01/2018	1 Comp	Open	100001 OFFICE DEPOT INC.	ADM/SMITH/OFFICE SUPPLIES	328.61
097449	02/01/2018	1 Comp	Open	004600 OPS FOOD SERVICE FUND	MS/GRAHAM/MEETING	308.83
097450	02/01/2018	1 Comp	Open	004570 OWOSSO H.S. ORGANIZATION ACCT.	ADM/COCA-COLA REIMBURSEMEN	188.30
097451	02/01/2018	1 Comp	Open	000013 OWOSSO MIDDLE SCHOOL	ADM/COCA-COLA REIMBURSEMEN	63.50
097452	02/01/2018	1 Comp	Open	004652 PCMI - WEST	BB/ROWELL/STAFF PAYMENT	11,528.82
097453	02/01/2018	1 Comp	Open	101833 PERRY PUBLIC SCHOOLS	ATH/SMITH/3-28 GOLF ENTRY	190.00
097454	02/01/2018	1 Comp	Open	100765 PITT, CLARA	ADM/PITT/MILEAGE	24.85
097455	02/01/2018	1 Comp	Open	008190 PRINGLE, DEVIN	HS/PRINGLE COACHES DUES	30.00
097456	02/01/2018	1 Comp	Open	005420 SCHOOL SPECIALTY INC.	OHS/DIGNAN/SUPPLIES	1,337.18
097457	02/01/2018	1 Comp	Open	005520 SECURITY ALARM COMPANY INC.	OPER/KLAPKO/ALARM REPAIR	125.00
097458	02/01/2018	1 Comp	Open	005625 SHIawassee RESD	12/31-1/13/18 EDUSTAFF	6,508.20
097459	02/01/2018	1 Comp	Open	006578 SLH METALS INC	MS/GRAHAM/VOLLEYBALL COVER	25.00
097460	02/01/2018	1 Comp	Open	003890 SWMS BO	ADM/WHITE/CONF REGISTRATIO	30.00
097461	02/01/2018	1 Comp	Open	002623 TASC-CLIENT INVOICES	3/1-3/31/18 ADMIN FEE	366.18
097462	02/01/2018	1 Comp	Open	006230 THRUN LAW FIRM, P.C.	LEGAL SERVICES	3,013.50
097463	02/01/2018	1 Comp	Open	101336 TOLRUD, MICHAEL	MS/TOLRUD/CONF REIMBURSEME	316.37
097464	02/01/2018	1 Comp	Open	001119 UNITED PARCEL SERVICE	HS/POSTAGE	37.40

Check Register for Bank Account ID CHEM1

From 01/15/2018 to 02/18/2018

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
097465	02/08/2018	1	Comp Open	002307 BRD PRINTING INC.	ADM/THOMPSON/MAILING	152.48
097466	02/08/2018	1	Comp Open	100809 BROOKS, STEPHEN	ADM/BROOKS/DR TAYLOR DINNE	31.77
097467	02/08/2018	1	Comp Open	008410 BRUZMOR, JACKIE	HS/J BRUZMOR/SUPPLIES	64.15
097468	02/08/2018	1	Comp Open	101239 CANNON, MAUREEN	MS/CANNON/SUPPLIES	10.86
097469	02/08/2018	1	Comp Open	001020 CREST SUPPLY COMPANY	OPER/KLAPKO/PLUMBING SUPP	642.19
097470	02/08/2018	1	Comp Open	007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENTAL	60.90
097471	02/08/2018	1	Comp Open	100576 CLEVINGER, RYAN	HS/R CLEVINGER/MILEAGE	80.66
097472	02/08/2018	1	Comp Open	003881 COLORADO TIME SYSTEMS, LLC	ATH/LINTNER/MICROPHONE	113.00
097473	02/08/2018	1	Comp Open	004043 DAKTRONICS, INC.	ATH/SMITH/TIME CLOCK REPLA	160.00
097474	02/08/2018	1	Comp Open	007751 DAVENPORT UNIVERSITY	ATH/LINTNER/FACILITY FEE	400.00
097475	02/08/2018	1	Comp Open	005012 ELLISON	BENT/ROWELL/CUTTING PAD	30.00
097476	02/08/2018	1	Comp Open	000070 H. K. ALLEN PAPER COMPANY	BR/COLLISON/KLEENEX	56.85
097477	02/08/2018	1	Comp Open	100327 HELLO DIRECT INC.	EM/NIDEFSKI/PHONE LIFTER	93.69
097478	02/08/2018	1	Comp Open	000495 HOWES, CHARLIE W.	MS/HOWES/SUPPLIES	12.25
097479	02/08/2018	1	Comp Open	008220 J & H OIL CO.	TRANS/DELONG/DIESEL	9,354.55
097480	02/08/2018	1	Comp Open	007730 JESSA BAUMDRAHER	COMM ED LIFE GUARD	42.75
097481	02/08/2018	1	Comp Open	005479 JOHN E. GREEN COMPANY	OPER/KLAPKO/DOWN PAYMENT	1,000.00
097482	02/08/2018	1	Comp Open	004227 KETCHUM, HEATHER	MS/KETCHUM/SUPPLIES	28.58
097483	02/08/2018	1	Comp Open	008359 KINECT ENERGY INC.	MONTHLY GAS MANAGEMENT	315.00
097484	02/08/2018	1	Comp Open	006692 LOGISOFT COMPUTER PRODUCTS LLC	CE/SOFTWARE LICENSE/STEVEN	74.77
097485	02/08/2018	1	Comp Open	007397 MALLORY IRELAN	COMM ED LIFE GUARD	213.75
097486	02/08/2018	1	Comp Open	003660 MEDLER ELECTRIC COMPANY	OPER/KLAPKO/LIGHT BULBS	488.79
097487	02/08/2018	1	Comp Open	007066 MICHALANGELO ENTERPRISES LLC	ADM/BROOKS/TRAINING	4,375.00
097488	02/08/2018	1	Comp Open	008158 MICHIGAN COLLEGE ACCESS NETWORK	ALT/IRELAN/CONF REG	300.00
097489	02/08/2018	1	Comp Open	008295 MSVMA	MS/SCHAFFERT/ENTRY	345.00
097490	02/08/2018	1	Comp Open	004121 NAPA AUTO PARTS	OPER/KLAPKO/BLOWER MOTOR	170.78
097491	02/08/2018	1	Comp Open	100001 OFFICE DEPOT INC.	OPER/KLAPKO/TONER FOR OHS	124.36
097492	02/08/2018	1	Comp Open	004600 OPS FOOD SERVICE FUND	SENIOR CITIZENS BREAKFAST	1,475.24
097493	02/08/2018	1	Comp Open	004573 OMOSSO CARPET CENTER, INC.	OPER/KLAPKO/POOL TILE	180.00
097494	02/08/2018	1	Comp Open	004652 PCMI - WEST	BB/ROWELL/STAFF PAYMENT	13,006.58
097495	02/08/2018	1	Comp Open	004860 POSTMASTER	ADM/THOMPSON/POSTAGE	350.00
097496	02/08/2018	1	Comp Open	008350 PUMFORD, ALEXANDRIA	COMM ED LIFE GUARD	23.75
097497	02/08/2018	1	Comp Open	005420 SCHOOL SPECIALTY INC.	BR/CREDIT	295.56
097498	02/08/2018	1	Comp Open	000693 SEHI COMPUTER PRODUCTS	BR/COLLISON/SPEAKER	902.00
097499	02/08/2018	1	Comp Open	100810 SHIA. COUNTY ROAD COMMISSION	OPER/KLAPKO/ROAD SALT	336.88
097500	02/08/2018	1	Comp Open	008301 STINSON, GUNNAR	ADM/STINSON/MILEAGE	56.08
097501	02/08/2018	1	Comp Open	006510 VALLEY LUMBER COMPANY	HS/MALLORY/SUPPLIES	10.77
097502	02/08/2018	1	Comp Open	007985 WATSON, JOE	ADM/WATSON/MILEAGE	53.42
097503	02/08/2018	1	Comp Open	006882 WHEELER, JEREMY	ADM/WHEELER/MILEAGE	106.44
097504	02/15/2018	1	Comp Open	101587 ALMA HIGH SCHOOL	ATH/SMITH/4-23 GOLF ENTRY	175.00
097505	02/15/2018	1	Comp Open	007694 ANDERSON, JESSICA	EM/ANDERSON/SUPPLIES	29.58
097506	02/15/2018	1	Comp Open	008407 APPLIED IMAGING	COPIER RENTAL	20.32
097507	02/15/2018	1	Comp Open	000300 ARGUS-PRESS CO.	ADM/THOMPSON/ADVERTISING	2,300.33
097508	02/15/2018	1	Comp Open	008380 AYMOR, KATIE	ADM/AYMOR/POSTAGE	24.70
097509	02/15/2018	1	Comp Open	006415 BEN GRAHAM GROUP	ADM/TODAYS TROJAN DESIGN	2,712.50
097510	02/15/2018	1	Comp Open	007465 CINTAS CORPORATION # 308	OPER/KLAPKO/UNIFORM RENT	60.90
097511	02/15/2018	1	Comp Open	007546 CONTRACT PAPER GROUP INC.	ADM/SAMSON/PAPER	18,513.60
097512	02/15/2018	1	Comp Open	008189 CONVERGENT TECHNOLOGY PARTNERS	ADM/SERVICES	95.00
097513	02/15/2018	1	Comp Open	003248 CRYSTAL CLEAN WATER	ADM/WATER	76.25
097514	02/15/2018	1	Comp Open	101560 EDWARDS SIGN & SCREEN PRINTING	BR/COLLISON/NAME PLATES	84.00
097515	02/15/2018	1	Comp Open	002966 FRED FERNETTE	OPER/FERNETTE/MILEAGE	23.54
097516	02/15/2018	1	Comp Open	008028 GOLDBERG, DIANE	OPER/GOLDBERG/MILEAGE	22.67
097517	02/15/2018	1	Comp Open	006632 HAMMOND, PENNY	HS/HAMMOND/CONF REIMB	18.99
097518	02/15/2018	1	Comp Open	008416 HAMPTON INN BATTLE CREEK	MARLEY APSEY CONF LODGING	114.45

Check Register for Bank Account ID CHEM1

From 01/15/2018 to 02/18/2018

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
097519	02/15/2018	1 Comp	Open	002959 INDEPENDENT AD-VISOR INC.	ADM/THOMPSON/ADVERTISING	433.00
097520	02/15/2018	1 Comp	Open	007104 KLAPKO, JOHN	OPER/KLAPKO/MILEAGE	103.11
097521	02/15/2018	1 Comp	Open	003275 LAKESHORE LEARNING MATERIALS	CE/HUTCHISON/FOSSILS, MINE	159.85
097522	02/15/2018	1 Comp	Open	003600 MARSHALL MUSIC COMPANY INC.	HS/SCHLEGEL/MUSIC	106.74
097523	02/15/2018	1 Comp	Open	008331 MIVCA	MARLEY APSEY REGISTRATION	150.00
097524	02/15/2018	1 Comp	Open	005928 MURRAY, ANDREW	MS/MURRAY/SUPPLIES	13.93
097525	02/15/2018	1 Comp	Open	008122 OP AQUATICS-LANSING	OPER/KLAPKO/FILTER REPAIR	4,257.36
097526	02/15/2018	1 Comp	Open	004600 OPS FOOD SERVICE FUND	ADM/FOUNDATION MEETING	756.30
097527	02/15/2018	1 Comp	Open	007851 OREILLY AUTO PARTS	OPER/KLAPKO/MAINTENANCE SU	13.98
097528	02/15/2018	1 Comp	Open	004553 OWOSSO HITCH & PLOW CENTER INC	OPER/KLAPKO/VEHICLE REPAIR	99.85
097529	02/15/2018	1 Comp	Open	100765 PITT, CLARA	ADM/PITT/WORKSHOP	7.58
097530	02/15/2018	1 Comp	Open	004860 POSTMASTER	ADM/THOMPSON/POSTAGE	1,000.00
097531	02/15/2018	1 Comp	Open	100135 QUILL CORPORATION	ALT/PARSONS/SUPPLIES	112.58
097532	02/15/2018	1 Comp	Open	000323 ROTARY CLUB OF OWOSSO	HS/PHILLIPS/JAN 2017 DUES	52.50
097533	02/15/2018	1 Comp	Open	100922 SAGINAW VALLEY STATE UNIVERSITY	ATH/SMITH/3-22 TRACK ENTRY	400.00
097534	02/15/2018	1 Comp	Open	005420 SCHOOL SPECIALTY INC.	OHS/DIGNAN/SUPPLIES	135.63
097535	02/15/2018	1 Comp	Open	004568 SECOR-JENKS, RENEE	TRANS/DELONG/DOT PHYSICAL	80.00
097536	02/15/2018	1 Comp	Open	100017 SET-SEG	MARCH 2018 BILL/GF STAFF	5,639.66
097537	02/15/2018	1 Comp	Open	001119 UNITED PARCEL SERVICE	HS/POSTAGE	14.36
097538	02/15/2018	1 Comp	Open	100267 UNUM LIFE INSURANCE	MARCH 2018/GF STAFF	1,338.61
097539	02/15/2018	1 Comp	Open	100267 UNUM LIFE INSURANCE	MARCH 2018 BILL/ADMIN STAF	1,030.55
097540	02/15/2018	1 Comp	Open	007457 US BANK EQUIPMENT FINANCE	LEASE PAYMENT FEB 2017	2,132.95
097541	02/15/2018	1 Comp	Open	006511 WASTE MANAGEMENT OF FLINT	UTIL/TRASH SVC/JAN 2018	2,074.60
CHECK TOTAL						573,596.69
LESS VOIDS						0.00
GRAND TOTAL						573,596.69

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	128	140,012.49	Computer	185	573,596.69
Cleared	57	433,584.20	Prepaid		
Void					
Scratch					
TOTAL	185	573,596.69	TOTAL	185	573,596.69

Check Register for Bank Account ID SERVIC

From 01/15/2018 to 02/18/2018

From Check First to Last

Check#	Date	Run Type	Status	Vendor Name	Invoice Description	Amount
007195	01/18/2018	1 Comp	Cleared	01/31/2018 008220 J & H OIL CO.	FS/KLAPKO/FUEL	48.03
007196	01/18/2018	1 Comp	Cleared	01/31/2018 004354 MILLS REFRIGERATION, INC.	FS/PRINCE/EQUIP REPAIR	298.95
007197	01/18/2018	1 Comp	Cleared	01/31/2018 100267 UNUM LIFE INSURANCE	FEB 2017 BILL/FS STAFF	51.00
007198	01/25/2018	1 Comp	Open	007480 BANANA BROTHERS PRODUCE	FS/PRINCE/FOOD PURCHASE	4,141.10
007199	01/25/2018	1 Comp	Cleared	01/31/2018 005058 FD HAYES ELECTRIC CO.	FS/PRINCE/EQUIP REPAIR	616.00
007200	01/25/2018	1 Comp	Cleared	01/31/2018 003780 MESSA	FEB 2018 BILL/FS STAFF	1,382.19
007201	01/25/2018	1 Comp	Open	004354 MILLS REFRIGERATION, INC.	FS/PRINCE/EQUIP REPAIR	180.00
007202	01/25/2018	1 Comp	Cleared	01/31/2018 003167 SOUTHSIDE CAR WASH	FS/KLAPKO/CAR VEHICLE	3.00
007203	02/01/2018	1 Comp	Open	004621 AUNT MILLIE'S BAKERIES	FS/PRINCE/FOOD PURCHASE	150.78
007204	02/01/2018	1 Comp	Open	007480 BANANA BROTHERS PRODUCE	FS/PRINCE/FOOD PURCHASE	6,556.90
007205	02/01/2018	1 Comp	Open	008258 GREAT LAKES COCA-COLA DISTRIBUTI	FS/PRINCE/FOOD PURCHASE	4,728.09
007206	02/01/2018	1 Comp	Open	004354 MILLS REFRIGERATION, INC.	FS/PRINCE/EQUIP REPAIR	253.95
007207	02/01/2018	1 Comp	Open	003807 PRAIRIE FARMS DAIRY	FS/PRINCE/FOOD PURCHASE	7,956.85
007208	02/01/2018	1 Comp	Open	006782 ROBINSON, KAREN	FS/ROBINSON/MILEAGE	51.38
007209	02/08/2018	1 Comp	Open	004621 AUNT MILLIE'S BAKERIES	FS/PRINCE/FOOD PURCHASE	582.33
007210	02/08/2018	1 Comp	Open	007480 BANANA BROTHERS PRODUCE	FS/PRINCE/FOOD PURCHASE	6,912.50
007211	02/08/2018	1 Comp	Open	005058 FD HAYES ELECTRIC CO.	FS/PRINCE/EQUIP REPAIR	1,182.05
007212	02/08/2018	1 Comp	Open	008258 GREAT LAKES COCA-COLA DISTRIBUTI	FS/PRINCE/FOOD PURCHASE	2,122.03
007213	02/08/2018	1 Comp	Open	008220 J & H OIL CO.	FS/KLAPKO/FUEL	121.98
007214	02/08/2018	1 Comp	Open	102408 LANSING SANITARY SUPPLY INC.	FS/KLAPKO/CLEANING SUPPLIE	580.77
007215	02/08/2018	1 Comp	Open	003807 PRAIRIE FARMS DAIRY	FS/PRINCE/FOOD PURCHASE	2,285.73
007216	02/08/2018	1 Comp	Open	004679 TOBEY, CHRISTINE	FS/TOBEY/MILEAGE	116.36
007217	02/15/2018	1 Comp	Open	007104 KLAPKO, JOHN	FS/KLAPKO/MILEAGE	103.11
007218	02/15/2018	1 Comp	Open	100017 SET-SEG	MARCH 2018 BILL/FS STAFF	180.15
007219	02/15/2018	1 Comp	Open	100267 UNUM LIFE INSURANCE	MARCH 2018 BILL/FS STAFF	51.00
CHECK TOTAL						40,656.23
LESS VOIDS						0.00
GRAND TOTAL						40,656.23

Check Summary

Check Status	Count	Amount	Check Type	Count	Amount
Open	19	38,257.06	Computer	25	40,656.23
Cleared	6	2,399.17	Prepaid		
Void					
Scratch					
TOTAL	25	40,656.23	TOTAL	25	40,656.23

Account Summary

IPMorgan Chase and Co. [US] smartdata.jpmorgan.com/sdng/fintrans/accountSummary@ender.do?request.trail.token.ke

Search Total: 2,288.55

Page 1 of 1

Account Name	Account Number	Transaction Amount	Adjustment Amount	Total Transaction Amount
EMERSON ELEMENTARY	XXXX-XXXX	438.19	0.00	438.19
NIKE GRAHAM	XXXX-XXXX	3,509.77	0.00	3,509.77
FRED LAE	XXXX-XXXX	203.86	0.00	203.86
ED VAN STRATE	XXXX-XXXX	765.14	0.00	765.14
LINCOLN HIGH SCHOOL	XXXX-XXXX	98.97	0.00	98.97
BRIGHT BEGINNINGS OFFICE	XXXX-XXXX	483.25	0.00	483.25
OWOSSO SCHOOLS	XXXX-XXXX	378.13	0.00	378.13
CTE CULINARY ARTS	XXXX-XXXX	632.61	0.00	632.61
CTE CONSTRUCTION TRADES	XXXX-XXXX	430.71	0.00	430.71
AL HUYCK	XXXX-XXXX	114.07	0.00	114.07
OWOSSO PUBLIC SCHOOLS	XXXX-XXXX	0.00	(15,615.23)	(15,615.23)
BRYANT ELEMENTARY	XXXX-XXXX	717.16	0.00	717.16
DAN CLARK	XXXX-XXXX	25.42	0.00	25.42
BEN COBB	XXXX-XXXX	431.16	0.00	431.16
OWOSSO HIGH SCHOOL	XXXX-XXXX	1,250.12	0.00	1,250.12
TECHNOLOGY DEPT	XXXX-XXXX	116.96	0.00	116.96
JOHN QUICK	XXXX-XXXX	76.19	0.00	76.19
OWOSSO MIDDLE SCHOOL	XXXX-XXXX	2,001.66	0.00	2,001.66
OPERATIONS DEPT	XXXX-XXXX	699.00	0.00	699.00
CENTRAL ELEMENTARY	XXXX-XXXX	566.82	0.00	566.82
DISTRICT TRAVEL	XXXX-XXXX	2,159.28	0.00	2,159.28
BRIGHT BEGINNINGS	XXXX-XXXX	770.00	0.00	770.00
CENTRAL OFFICE	XXXX-XXXX	3,396.66	0.00	3,396.66
OWOSSO HIGH SCHOOL 2	XXXX-XXXX	1,638.76	0.00	1,638.76

Page 1 of 1

Search Total: 2,288.55

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
January 31, 2018
Report 17-96

Statement of Deposits and Investments
As of 1/31/18
Unaudited

	<u>General Fund</u>	<u>School Service</u>	<u>Building & Site</u>	<u>Total</u>
Summary of Deposits and Investments				
Cash on hand	\$ 275,300	\$ 252,620	\$ 1,259,802	\$ 1,787,723
Investments	<u>5,587,338</u>		<u>1,736,884</u>	<u>7,324,222</u>
Total Deposits and Investments	<u><u>\$ 5,862,638</u></u>	<u><u>\$ 252,620</u></u>	<u><u>\$ 2,996,686</u></u>	<u><u>\$ 9,111,945</u></u>
 Detail of Deposits and Investments				
Cash on hand	\$ 275,300	\$ 251,900	\$ 1,259,802	\$ 1,787,003
Petty Cash on hand	-	<u>720</u>	-	
Total Cash on hand	<u>\$ 275,300</u>	<u>\$ 252,620</u>	<u>\$ 1,259,802</u>	<u>\$ 1,787,723</u>
 Chemical Bank Savings Account	 \$ 352,265	 \$ -	 \$ 111,776	 \$ 464,041
Mich Class Investment	5,235,073	-	1,625,108	6,860,182
 Total Investments	 <u>\$ 5,587,338</u>	 <u>\$ -</u>	 <u>\$ 1,736,884</u>	 <u>\$ 7,324,222</u>
 Total Deposits and Investments	 <u><u>\$ 5,862,638</u></u>	 <u><u>\$ 252,620</u></u>	 <u><u>\$ 2,996,686</u></u>	 <u><u>\$ 9,111,945</u></u>

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
 January 31, 2018
 Report 17-96

Combined Statement of Revenue, Expenditures, and Fund Balance
General, School Service, and Capital Projects Funds
 As of 1/31/18
 Unaudited

	General Fund			School Service Fund			Capital Projects Fund		
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget
REVENUE									
Local sources	3,378,011	676,108	(2,701,903)	294,399	169,033	(125,366)	1,646,053	316,147	(1,329,906)
State sources	24,895,201	9,420,646	(15,174,555)	62,547	25,327	(37,220)	-	-	-
Federal sources	1,314,907	177,710	(1,137,197)	1,893,439	628,108	(964,331)	-	-	-
Interdistrict sources-RESD	573,371	12,093	(561,278)	-	-	-	-	-	-
Interdistrict sources-transfers in and other sources	94,982	(94,982)	0%	-	-	-	-	-	-
Total revenue and other sources	\$ 29,936,452	\$ 10,286,557	\$ (19,689,895)	\$ 1,950,385	\$ 823,468	\$ (1,126,917)	\$ 1,646,053	\$ 316,147	\$ (1,329,906)
			34%			42%			19%
EXPENDITURES									
INSTRUCTION									
BASIC PROGRAMS:									
ELEMENTARY	7,005,926	3,042,335	(3,963,591)						
MIDDLE SCHOOL	3,485,028	1,497,065	(1,987,961)						
HIGH SCHOOL	4,198,759	1,725,934	(2,472,825)						
ALTERNATIVE EDUCATION	687,335	301,471	(385,864)						
PRESCHOOL	127,688	51,698	(75,970)						
PRESCHOOL (MICHIGAN READINESS) GRANT	176,818	84,263	(92,555)						
TOTAL BASIC PROGRAMS	\$ 15,621,532	\$ 6,702,766	\$ (8,918,766)						
			43%						
ADDED NEEDS:									
SPECIAL EDUCATION	3,192,199	1,437,599	(1,754,600)						
CHILDCARE PROGRAM	291,563	119,188	(172,365)						
TITLE I GRANT	1,011,912	365,433	(646,479)						
VOCATIONAL EDUCATION	586,397	260,353	(325,044)						
AT RISK GRANT	1,186,026	502,908	(683,118)						
ROBOTICS/ICTE COUNSELOR/ADULT EDTESTING GRANTS	6,943	46,547	38,604						
EARLY LITERACY GRANT		19,743	19,743						
TOTAL ADDED NEEDS	\$ 6,274,030	\$ 2,750,771	\$ (3,523,259)						
			44%						
CONTINUING EDUCATION:									
COMMUNITY EDUCATION	142,179	82,091	(60,088)						
TOTAL CONTINUING EDUCATION	\$ 142,179	\$ 82,091	\$ (60,088)						
			58%						
TOTAL INSTRUCTION	\$ 22,037,741	\$ 9,535,628	\$ (12,502,113)						
			43%						
SUPPORTING SERVICES:									
PUPIL SERVICES:									
GUIDANCE SERVICES	451,385	215,437	(235,948)						
TOTAL PUPIL SERVICES	\$ 451,385	\$ 215,437	\$ (235,948)						
			48%						
INSTRUCTIONAL STAFF:									
TITLE II PART A/RURAL EDUCATION GRANT	267,545	83,682	(183,863)						
IMPROVEMENT OF INSTRUCTION	240,539	44,628	(195,911)						
MEDIA SERVICES	281,181	130,180	(151,001)						
TOTAL INSTRUCTIONAL STAFF	\$ 789,265	\$ 258,470	\$ (530,795)						
			33%						
GENERAL ADMINISTRATION:									
BOARD OF EDUCATION	100,149	44,168	(55,981)						
EXECUTIVE ADMINISTRATION	349,441	194,951	(154,500)						
HUMAN RESOURCES	212,516	107,951	(104,565)						
TOTAL GENERAL ADMINISTRATION	\$ 662,106	\$ 346,070	\$ (316,036)						
			52%						
SCHOOL ADMINISTRATION:									
SCHOOL ADMINISTRATION	2,443,932	1,308,966	(1,134,966)						
TOTAL SCHOOL ADMINISTRATION	\$ 2,443,932	\$ 1,308,966	\$ (1,134,966)						
			54%						

OWOSSO PUBLIC SCHOOLS
BOARD OF EDUCATION
January 31, 2018
Report 17-86

Combined Statement of Revenue, Expenditures, and Fund Balance
General, School Service, and Capital Project Funds
As of 1/31/18
Unaudited

	General Fund			School Service Fund			Capital Projects Fund					
	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used	ORIGINAL BUDGET	YTD Actual	Over (Under) Budget	% Rec'd/ Used
BUSINESS SERVICES:												
FISCAL SERVICES	\$ 383,134	\$ 194,589	\$ (188,535)	56%								
TECHNOLOGY MANAGEMENT	\$ 392,996	\$ 162,845	\$ (230,151)	41%								
TOTAL BUSINESS SERVICES	\$ 726,130	\$ 357,444	\$ (368,686)	49%								
OPERATIONS AND MAINTENANCE:												
OPERATIONS AND MAINTENANCE	\$ 2,790,218	\$ 1,423,490	\$ (1,366,728)	51%								
TOTAL OPERATIONS AND MAINTENANCE	\$ 2,790,218	\$ 1,423,490	\$ (1,366,728)	51%								
PUPIL TRANSPORTATION SERVICES:												
PUPIL TRANSPORTATION SERVICES	\$ 1,046,348	\$ 467,712	\$ (578,636)	45%								
TOTAL PUPIL TRANSPORTATION	\$ 1,046,348	\$ 467,712	\$ (578,636)	45%								
OTHER SERVICES:												
PAC	\$ -	\$ -	\$ -									
COMMUNICATION SERVICES	\$ 62,632	\$ 26,667	\$ (35,965)	43%								
ATHLETICS	\$ 444,779	\$ 222,223	\$ (222,556)	50%								
PRINTING AND OTHER SUPPORT SERVICES	\$ 79,492	\$ 43,565	\$ (35,927)	55%								
TOTAL OTHER SERVICES	\$ 566,903	\$ 292,455	\$ (274,448)	50%								
TOTAL SUPPORTING SERVICES	\$ 9,498,287	\$ 4,670,244	\$ (4,828,043)	49%								
OUTGOING TRANSFERS/FUND MODIFICATIONS:												
OTHER	\$ 71,331	\$ 3,481	\$ (67,850)	5%								
TOTAL OUTGOING TRANSFERS/FUND MODIFICATIONS	\$ 71,331	\$ 3,481	\$ (67,850)	5%								
FOOD SERVICE EXPENDITURES												
CAPITAL PROJECT EXPENDITURES												
TOTAL EXPENDITURES	\$ 31,605,359	\$ 14,209,353	\$ (17,396,006)	45%	\$ 2,088,027	\$ 1,007,708	\$ (1,080,319)	48%	\$ 1,532,576	\$ 450,938	\$ (1,081,638)	29%
REVENUE OVER or (UNDER) EXPENDITURES	\$ (1,648,007)	\$ (3,922,796)	\$ (2,273,889)		\$ (137,642)	\$ (164,240)	\$ (46,598)		\$ 113,477	\$ (134,791)	\$ (248,268)	
AUDITED FUND BALANCE, JULY 1, 2017	3,911,651	3,911,651			241,082	241,082			3,131,478	3,131,478		
PROJECTED FUND BALANCES - June 30, 2018	2,262,744				103,440				3,244,955			

For Action

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018
Report 17-97

FOR ACTION

Subject:

2017-18 General Fund Appropriations Revision #1

Recommendations:

Resolve that the Board adopt the revised resolution to the appropriations for the General Fund 2017-18 fiscal year.

Rationale:

The purpose of a budget amendment is to provide a more accurate picture of what is anticipated for the financial year to look like for the District than was originally previewed during the June 2017 budget process. This is then utilized for completion of the planning process for the current fiscal year as well as for the budgeting process for the coming fiscal year.

Statement of Purpose/Issue:

The Board will adopt an amendment to the budget to incorporate projected revenues and expenditures in order to comply with statutory requirements.

Facts/Statistics:

- Revisions to the budget are always necessary to reflect changes in expenditures and revenues based on the best information available at the time of revision.
- Revised budgeted expenditures can be used for comparative purposes in the 2018-19 budgeting process with more validity.
- The major changes in the budget revision stem from somewhat better estimates for revenue and known adjustments to plans for utilization of funds including federal grants.
- An executive summary of the major changes that have taken place since the June 2017 adoption was provided at the January 22nd meeting to provide a more detailed picture of the changes that have occurred.
- Another budget revision will be adopted, at a minimum, in June 2018 as a final.
- It also should be noted that the budget, by law, is required to be posted on the District's website. If adopted at this meeting, the budgets for the funds indicated will be posted by the Technology department.

Motion

Seconded

Vote – Ayes

Nays

Motion

**2017-18 GENERAL FUND BUDGET REVISION #1
 APPROPRIATION RESOLUTION
 FOR ADOPTION BY THE BOARD OF EDUCATION
 OF OWOSSO PUBLIC SCHOOLS AT A MEETING
 ON FEBRUARY 26, 2018**

RESOLVED, that this resolution shall be the General Appropriations of Owosso Public Schools for the fiscal year ending June 30, 2018: A resolution to make appropriations; to provide for the expenditures of the appropriations; and to provide for the disposition of income received by Owosso Public Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the general fund of the Owosso Public Schools for fiscal year ending June 30, 2018 is as follows:

Revenue:	
Local	\$ 3,620,021
State	24,808,826
Federal	1,281,995
Incoming Transfers & Other Transactions	<u>746,519</u>
Total Revenue	<u>\$30,457,361</u>
Audited Fund Balance, July 1, 2017	\$ 3,911,650
Less Appropriated Fund Balance	
Fund Balance Available to appropriate	<u>\$ 3,911,650</u>
Total Available to appropriate	<u>\$34,369,011</u>

BE IT FURTHER RESOLVED, that \$31,818,490 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Instruction:	
Basic Programs	\$15,492,356
Added Needs	6,793,939
Continuing Education	143,079
Support Services	
Pupil	459,837
Instructional Staff	753,193
General Administration	650,521
School Administration	2,429,494
Business Services	724,950
Operation and Maintenance	2,773,707
Pupil Transportation	921,914
Other Services	616,150
Outgoing Transfers and Other Transactions	<u>59,350</u>
Total Appropriated	<u>\$31,818,490</u>
Estimated Ending Fund Balance, June 30, 2018	<u>\$ 2,550,521</u>

FURTHER RESOLVED, that no Board of Education member or employee of the Owosso Public Schools shall expend any funds or obligate the expenditures of any funds except pursuant to appropriations made by the Board of Education keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount unappropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

BE IT FURTHER RESOLVED that, for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the Superintendent per Board of Education Policy. In addition, the Superintendent or his/her designee authorize budget transfers between accounts specifically included in the individual building budget allocations provided the total amount allocated to a specific building does not exceed the allocation included in the Appropriations Act. When the Superintendent makes a transfer of appropriations as permitted by this resolution, except transfers within the building budget allocations, such transfer shall be presented to the Board of Education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the Board of Education at such meeting.

This appropriation resolution is to take effect immediately after adoption.

Ayes:

Nays:

Motion Declared:

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018
Report 17-98

FOR ACTION

Subject:

2017-18 School Service Fund Appropriations Revision #1

Recommendations:

Resolve that the Board adopt the revised resolution to the appropriations for the School Service Fund for the 2017-18 fiscal year.

Rationale:

The purpose of a budget amendment is to provide a more accurate picture of what is anticipated for the financial year to look like for the District than was originally previewed during the June 2017 budget process. This is then utilized for completion of the planning process for the current fiscal year as well as for the budgeting process for the coming fiscal year.

Statement of Purpose/Issue:

The Board will adopt an amendment to the budget to incorporate projected revenues and expenditures in order to comply with statutory requirements.

Facts/Statistics:

- Revisions to the budget are always necessary to reflect changes in expenditures and revenues based on the best information available at the time of revision.
- Revised budgeted expenditures can be used for comparative purposes in the 2018-19 budgeting process with more validity.
- The major changes in the budget revision stem from somewhat better estimates for revenue and expenses including staffing.
- An executive summary of the major changes that have taken place since the June 2017 adoption were provided at the January 22nd board meeting to provide a more detailed picture of the changes that have occurred.
- Another budget revision, at a minimum, will be adopted in June 2018 as a final.
- It also should be noted that the budget, by law, is required to be posted on the District's website. If adopted at this meeting, the budgets for the funds indicated will be posted by the Technology department.

Motion

Seconded

Vote – Ayes

Nays

Motion

**2017-18 SCHOOL SERVICE FUND BUDGET REVISION #1
 APPROPRIATION RESOLUTION
 FOR ADOPTION BY THE BOARD OF EDUCATION
 OF OWOSSO PUBLIC SCHOOLS AT A MEETING ON
 FEBRUARY 26, 2018**

RESOLVED, that this resolution shall be the School Service Fund Appropriations of the Owosso Public Schools for the fiscal year ending June 30, 2018. 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 Owosso Public Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the School Service Fund of the Owosso Public Schools for the fiscal year ending June 30, 2018 is as follows:

Revenue:	
Local	\$294,399
State	62,547
Federal	1,568,407
Incoming Transfers & Other Transactions	0
Total Revenue	<u>\$1,925,353</u>
Audited Fund Balance, July 1, 2017	<u>\$241,083</u>
Less Appropriated Fund Balance	0
Fund Balance Available to appropriate	<u>\$241,083</u>
Total Available to appropriate	<u><u>\$2,166,436</u></u>

BE IT FURTHER RESOLVED, that \$2,056,451 of the total available to appropriate in the School Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures	
Food Service	\$2,056,451
Total Appropriated	<u>\$2,056,451</u>
Estimated Ending Fund balance, June 30, 2018	<u><u>\$ 109,985</u></u>

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board.

This appropriation resolution is to take effect immediately after adoption.

Ayes:

Nays:

Motion Declared:

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018
Report 17-99

FOR ACTION

Subject:

Band uniform purchase

Recommendation:

Recommend that the Board authorize the purchase of high school marching band uniforms from Stanbury, high school Majorette uniforms from Donna Nault and concert band uniforms from Orefice with a general fund cost not to exceed \$83,000.00.

Rationale:

Replace the current high school band uniforms no later than the summer of 2018.

Statement of Purpose/Issue:

To authorize the high school to move forward with the ordering of band uniforms in order to achieve a delivery date in the summer of 2018.

Facts/Statistics:

It has been discussed over the last several years that the high school band uniforms have been in need of replacement. In an effort to better understand the costs and design, the high school band department moved forward with asking for designs and costs from three companies (given in the table presented). Some things to consider in reviewing the bids are as follows:

- Due to the items being purchased being unique and control of the design being needed, a true “closed” bid process could not be achieved.
- A basic request for bid packet was sent out with ideas for design being solicited.
- The quality of the uniforms is paramount in making a final decision on which company to recommend.
- The concert band uniforms recommendation and bid changed subsequent to the initial presentation at the January 22nd board meeting to allow for some flexibility with the uniforms to choose between a female version and male version of a formal tuxedo look. This resulted in only one of the companies, Orefice, having such an option thus eliminating the other two companies ability to bid on this portion of the package. This is not considered to be of a price issue since Orefice was the original “low bidder” for this component of the packet at the January 22nd meeting and the resulting bid seems to be in line with the original bid except for where the items differ from the original bid. It should be noted that the female version of the concert uniform is still being reviewed for options.
- The marching band uniforms must be approved for purchase at the February 26, 2018 board meeting to meet the March 1st, 2018 ordering deadline.
- The Owosso Band Boosters have committed to paying \$50,000 towards the uniforms costs which is reflected in the net costs to the general fund. The payment of the marching band uniforms will not take place until the 2018-19 fiscal year while the timing for the concert band uniforms may take place during this fiscal year.
- Based on the information gathered thus far, the net costs (net of \$50,000 Band Boosters donation) appears to be well within the preliminary rough estimate of \$125,000 communicated to the board during subcommittee meetings.

Motion

Seconded

Vote – Ayes

Nays

Motion

**MARCHING BAND/CONCERT BAND UNIFORMS BIDS
RECEIVED JANUARY 2018**

	STANBURY UNIFORMS, INC. Brookfield, MO	OREFICE Walker, MI	DEMOULIN Greenville, IL
MARCHING BAND UNIFORMS			
225 Shakos	\$13,050.00	\$13,308.75	\$11,720.25
225 Plumes	\$5,400.00	\$3,926.25	\$4,000.50
225 Coats	\$46,800.00	\$54,810.00	\$59,537.25
225 Jumpsuits	\$22,950.00	\$17,988.75	\$25,751.25
225 Garment bags	\$3,375.00	\$2,272.50	\$2,913.75
225 Spats	\$1,563.75	\$1,563.75	\$1,563.75
6 Drum Major Jumpsuits	\$612.00	Included	\$652.08
225 Raincoats	\$13,725.00	\$13,713.75	\$15,963.75
Shipping costs	Included	\$4,399.65	Included
TOTAL COST OF MARCHING BAND UNIFORMS	\$107,475.75	\$110,983.40	\$122,102.58
CONCERT BAND UNIFORMS			
85 Notch Lapel Tuxedo coats	Not available	\$4,415.75	Not available
140 Female Eton Short Coat	Not available	\$5,880.00	Not available
85 Tuxedo pants	Not available	\$2,023.00	Not available
140 Women Tuxedo pants	Not available	\$3,220.00	Not available
85 Tuxedo Shirts	Not available	\$1,190.00	Not available
140 Long Sleeve Blouses	Not available	Item to be determined later	Not available
85 Banded Bow Ties	Not available	\$170.00	Not available
225 Cummerbunds	Not available	\$1,350.00	Not available
Shipping costs	N/A	\$780.55	N/A
TOTAL COST OF CONCERT BAND UNIFORMS*	N/A	\$19,029.30	N/A
			DONNA NAULT – LOCAL VENDOR
PROVISION FOR MAJORETTE UNIFORMS (Note: Not supplied by any of these vendors – a local vendor Donna Nault does the work on the majorette uniforms.)	N/A	N/A	\$6,000
TOTAL ESTIMATED COSTS (NOTE: It is anticipated that the Band Boosters will be contributing \$50,000 towards the costs of the uniforms)			\$132,505.05 <u>\$(50,000.00)</u> \$82,505.05

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018
Report 17-100**

FOR ACTION

Subject:

New Teacher Hire

Recommendation:

Resolve that the Board of Education approve the hiring of the following certified staff:

Name	Building/Grade	Recommending Administrator	Salary Schedule Step
Justin McGraw	Owosso High School Science Teacher	Superintendent Dr. Tuttle	MA Step 10 Salary \$63,404 Prorated Salary \$22,543.36

Mr. McGraw will commence his position at Owosso High School as Science Teacher March 1, 2018 to fill the vacancy created by the resignation of James Eric Murray in October. His salary shall be prorated to reflect the remaining work days in the 2017-2018 school year.

District Goal Addressed:

Routine Business

Motion

Seconded

Vote – Ayes

Nays

Motion

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018
Report 17-101

FOR ACTION

Subject:

Additional Technology infrastructure bid recommendation

Recommendation:

Recommend that the Board authorize the Superintendent to sign contract with Vector Tech Group, Holland, Michigan to purchase network switches and corresponding hardware for the High School, Central, Emerson and Bryant for an amount not to exceed \$37,688.

Rationale:

As with any infrastructure project, after implementation, it allows for a reassessment of the wireless connectivity and strength to determine any shortfalls. The current need for additional network switches were identified, bid and this awarding of the bid would allow the network to be strengthened in the identified buildings.

Statement of Purpose/Issue:

To award the components of the infrastructure bid that are necessary to continue to support the immediate need for the one-to-one initiative of the District.

Facts/Statistics:

After utilization of the one-to-one technology initiative in parts of the district, there were areas in each of the four buildings that were identified as needing additional switches. This identification was noted in January and considered to be an allowable e-rate project for bidding.

- Request for Proposals were posted for all of the infrastructure components with bids due on February 9, 2018. Only one bid was received.
- An evaluation of the bid was conducted to determine the reasonableness of the bid. Such factors included but were not limited to hardware compatibility, support capability, prior experience with the vendor, meeting all elements of the request for proposal, and cost.
- Although the District has not directly had experience with Vector Tech Group, SPI was the primary vendor awarded the prior year infrastructure project. SPI subsequently merged with Vector Tech Group. SPI was found to be a reliable partner in the previous project.
- Vector complied with the bid specifications and provided a reasonable bid based on the open market costs of the components requested. Vector was found to be competitive for all components except for one when comparing costs with the open market. The costs for neat patches were found to be cheaper on the open market and have been omitted from the bid and will be purchased through Amazon.
- In addition, a review of the costs of material were reviewed against the prior year. In this process, it was noted that the costs were higher but found to be due to the significantly lower volume required for this project compared to the one implemented last summer.
- In order to obtain the necessary financial resources to support the installation and purchase, the District is pursuing e-rate reimbursement for this project. If successful, 85% of the purchases could be reimbursed. However, due to the urgency of the need to strengthen the infrastructure, the District must move forward with the project funding the majority of the project from sinking funds. If e-rate approval is achieved, the resulting reimbursements will be refunded to the sinking fund.
- The attempt to get e-rate reimbursement on this project has also dictated the need to move this approval directly to consideration by the Board as a "For Action" item given the need to put any contract approval in place by March 22nd in order to meet e-rate deadlines.

Motion

Seconded

Vote – Ayes

Nays

Motion

**TECHNOLOGY INFRASTRUCTURE ADDITIONAL PROJECT
BUILDINGS INDICATED
BID OPENED FEBRUARY 9, 2018**

	VECTOR TECH GROUP, HOLLAND MI
High School	\$13,506.00
Central	\$1,580.00
Emerson	\$8,392.00
Bryant	\$13,755.00
Shipping estimate	\$455.00
GRAND TOTAL	\$37,688.00

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018**

Report 17-102

FOR ACTION

Subject:

Food Pantry at Lincoln High School

Recommendation

Resolve that the Board of Education authorize Shiawassee Hope to use a designated room at 645 Alger Street to serve as a pantry for Lincoln High School students as well as other community members.

Facts/Statistics:

Shiawassee Hope, a local 501 (c) 3, is working in collaboration with Lincoln High School to open a school-based food pantry that will serve the needs of the Lincoln High School students and will also be open to the public from 3:00-7:00 p.m. Tuesday-Thursday. Shiawassee Hope will carry liability insurance related to pantry operation, will conduct background checks on all volunteers in compliance with Owosso Public Schools procedures, and will be responsible for scheduling volunteers. Pantry hours and operations will be subject to school district activities schedules. A copy of the Pantry Use Policy is also attached for the board's consideration.

Motion

Seconded

Vote – Ayes

Nays

Motion

LINC FOOD PANTRY CLIENT USE POLICY

LINC PANTRY

LINC Pantry is a neighborhood outreach program of Shiawassee Hope working in collaboration with Lincoln High School to create greater accessibility to food in the local neighborhood.

Type of Pantry

LINC Pantry is a client choice pantry. Our pantry is set up much like a grocery store. You can walk through the aisles and select items from the shelves that your family would like to have. We will give you a card with some guidelines for how many items from each category you should choose.

Hours of Operations/Closures:

Monday	1:00-3:00 p.m. Students Only
Tuesday	3:00-7:00 p.m.
Wednesday	3:00-7:00 p.m.
Thursday	3:00-7:00 p.m.
Friday	closed

Service Area:

LINC Pantry intends to serve residents of Shiawassee County. If you have verification of your address, we would like to see it for record-keeping purposes. If you do not have documentation because you are homeless or are doubled up with another family, we will allow you to self-declare your residency.

Eligibility/Documentation:

Eligibility for use of LINC Pantry is by self-declaration. If you tell us you need food, we will allow you to use the pantry.

Length of Time of Service/Amount of Food Given:

We allow two visits per month per household unless there are extenuating circumstances that may require an additional visit. At each visit, you may take up to one week's worth of food for your family.

LINC Pantry is a Walk-in Pantry

LINC Pantry operates on a walk-in basis. Food items are available first come, first served.

Right to Refuse Service:

LINC Pantry has the right to refuse services to clients in the event they present to the pantry intoxicated or abusive and threatening to pantry personnel, volunteers and/or other clients.

Volunteers Needing Food Assistance:

Volunteers who serve in the LINC Pantry are welcome to use the pantry services under the same policies as other clients. The only exception is that volunteers will be served at the end of their shift. Volunteers are not permitted to take food items from pantry shelves to reserve for themselves until after clients have been served.

Confidentiality Agreement:

LINC Pantry is required to keep all information about you and your family confidential. However, LINC Pantry works in cooperation with other agencies to assist families with getting access to other resources. In order to do this, we ask each family to sign a release that will allow us to contact other agencies about requests for assistance.

Future Action

OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018
Report 17-103

FOR FUTURE ACTION

Subject:

Bond Underwriting Services

Recommendation:

Recommend that the Board authorize the Superintendent to sign the agreement with J.P. Morgan Securities for Underwriting services for the upcoming bond issue.

Rationale:

The District has considered a negotiated sale of the bonds in the upcoming sale of the bonds in May to be the best choice for handling the sale. In order to move forward with this type of sale, an underwriter needs to be selected.

Statement of Purpose/Issue:

To formally retain underwriting services for the sale of the bonds in May.

Facts/Statistics:

There are three methods for issuing bonds, as approved by the voters in November and slated for sale in May:

1. Private Placement
2. Competitive Sale
3. Negotiated Sale

When reviewing the three options, the only two viable options would be the competitive or negotiated since private placement of a bond this size, particularly for a borrower that has not been in the market, is not feasible. In reviewing the advantages and disadvantages of both methods, the advantages of a negotiated sale outweigh the potential disadvantages. The main *advantages* of a negotiated sale include: 1) The flexibility in the timing of the sale; 2) The flexibility in the structuring of the bond repayment terms; and 3) Greater control over the buying group on the bonds, providing the ability for residents to purchase the bonds and greater pre-marketing ability. The indicated *disadvantages*: 1) The process not being politically impartial; and 2) The potential to have higher interest rates due to lack of competition are not considered to be disadvantages at this time for using this method for the following reasons: 1) The RFP process for obtaining quality underwriting services opens up the sale of the bonds to even more public scrutiny rather than a private selection of underwriting services; 2) The concern regarding competitive interest rates is not seen by financial experts as an issue and is actual felt to actually achieve better interest rates due to the ability to premarket the bonds before issuance. This has been the experience of PFM, the financial manager, in the past and the outcome of discussions with other districts. Of course, there isn't any guarantee of interest rates moving forward since interest rates (competitive or negotiated) are driven by market conditions.

Given that the negotiated sale was determined to be the preferred method, the District requested that PFM, the district's financial manager, move forward with a comprehensive request for proposal for underwriting services. The responses were requested by February 7, 2018 in order to give adequate time for the responses to be analyzed before being put before the Board for consideration as a "For Future Action" item at this meeting. The summary results of the RFP process have been provided in the table accompanying this report. Although the fee for JP Morgan is the lowest of all six respondents, this was not the only factor considered. The following were the primary factors presented beyond the fee and considered by PFM in considering their recommendation: 1) Michigan underwriting experience both in number of deals and in par-amount issued; 2) National underwriting experience both in number of deals and in par-amount issued; 3) Financial representatives in Michigan; 4) Financial representatives Nationally; 5) Estimated True Interest costs; 6) Recent experience in being able to deliver the estimated true interest costs recently in the market; and 7) Reputation of the underwriter in delivering services. JP Morgan was found to be not only the lowest responsible bidder but able to provide the qualifications to deliver on the remaining variables.

Motion

Seconded

Vote -- Ayes

Nays

Motion

**BID TABULATION UNDERWRITING SERVICES
BIDS DUE FEBRUARY 7, 2018**

Total Underwriting Fee (per \$1,000)						
100% Liability	\$2.84	\$2.31	\$1.99	\$1.66	\$2.77	\$2.44
80% Liability	\$3.46	\$2.31	\$1.99	\$1.97	\$2.77	\$2.44
Michigan Underwriting Experience (deals since 2015)	25	141*	66	41	29	243
Michigan Underwriting Experience (par amount since 2015 in millions)	\$3,157	\$2,061*	\$584	\$4,344	\$244	\$4,829
National Underwriting Experience (deals since 2015)	1,006	332	669	1,676	1,172	2,503
National Underwriting Experience (par amount since 2015 in millions)	\$141,081	\$5,870	\$9,183	\$148,721	\$38,990	\$53,258
FINRA representatives in Michigan	1	5	2	262	524	70
FINRA representatives Nationally	6,885	578	43	14,004	9,368	2,350
Estimated True Interest Cost (at 80% liability Underwriting Fee)	3.900%	3.901%	3.837%	3.859%	3.867%	3.896%
Underwriter's Counsel Recommended	Miller Canfield or Dykema Gossett	Miller Canfield or Dickinson Wright	Dickinson Wright or Collins & Blaha	Miller Canfield or Hawkins, Delafield, and Wood	Miller Canfield or Varnum LLP	Miller Canfield or Varnum LLP

* Includes issues completed and/or worked on by new Michigan investment banking team while at Fifth Third Securities.

It should be noted that there were other companies that the RFP was sent to that elected not to respond.

**OWOSSO PUBLIC SCHOOLS
Board of Education Meeting
February 26, 2018**

Report 17-104

FOR FUTURE ACTION

Subject:

Declaration of Obsolete Material

Recommendation

Resolve that the Board of Education authorize the Operations department to dispose of the following obsolete vehicle:

- 1990 ½ ton 2 wheel drive GMC Sierra truck with a V-8 engine, 98,792 miles – VIN #1GTDC14Z5LE554486

Facts/Statistics:

Pursuant to Board Policy #7300, “the Board shall direct the periodic review of all District property and authorize the disposition by sale, donation, trade, or discard of any property not required for school purposes”.

The truck has been deemed to be no longer viable for use in the Operations department due to the wear and tear that has taken place over the years. The disposal of this vehicles will eliminate the need to continue to maintain the vehicles and the utilization of resources in order to keep it in working order.

If the Board declares the truck obsolete, the item will be placed up for sale through a closed bid process. The funds garnered will be returned to the general fund.

Motion		
Seconded		
Vote – Ayes	Nays	Motion

**OWOSSO PUBLIC SCHOOLS
Board of Education
February 26, 2018**

Report 17-105

FOR INFORMATION

Subject:

Personnel Update

Accepted Positions

Diana Johnson-Zornow has accepted the Temporary Title I Aide position at Bryant Elementary.

Annette Richmond has accepted the Special Education Paraprofessional position at Owosso High School.

Resignations

Theresa Terry, temporary Science Teacher at Owosso High School submitted her letter of resignation January 19, 2018.

Jackie Hatfield, Title I Paraprofessional at Bryant Elementary has submitted her letter of resignation effective February 12, 2018.

Keagan Chapman has submitted his letter of resignation effective February 23, 2018.

Retirements

Linda Koch, Paraprofessional at Owosso Middle School has submitted her letter of retirement effective February 28th after 23 years of service with the District.