

BOARD OF EDUCATION SPECIAL MEETING MINUTES (Approved)

HOLT PUBLIC SCHOOLS

DIMONDALE AND HOLT, MICHIGAN

ADMINISTRATION BUILDING, 5780 WEST HOLT ROAD, HOLT

Thurs, June 27, 2024 - 4:00 P.M.

Present: Amy Dalton, Jennifer Robel, Mark Perry, Robert Halgren, Kevin Leonard, David Hornak

Absent: Jessie Jones, Marisa Anderson

Central Office Team Present: Erin Quinlan, Mike Dunckel, Christine Lopez

CALL TO ORDER – QUORUM – The meeting was called to order at 4:02 p.m.

CHANGES/ADDITIONS TO THE AGENDA – There were no changes or additions to the agenda.

PUBLIC COMMENT – There was no public comment.

TRUTH & TAXATION HEARING – Mr. Dunckel provided a presentation for Truth & Taxation hearing. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent’s Office.

Truth & Taxation Public Comment – There was no public comment related to the Truth & Taxation hearing.

2024-25 PROPOSED GENERAL FUND BUDGET* - Mr. Dunckel gave a presentation to the Board on the 2024-25 Proposed General Fund Budget. He also provided an update on projected enrollment for 24-25. A copy of the presentation is on file with the official Board meeting materials located in the Superintendent’s Office.

Trustee Perry asked about administrators and assistants and asked if Mr. Dunckel could provide them with the details over the years on that. He said he would see if he can find the data and report back.

President Dalton said she would love to see more details for each of the identified areas in more depth. Mr. Dunckel said he will provide that.

Trustee Perry asked if the Capital Outlay of \$2.5mil includes the track update. Mr. Dunckel responded that it does include the track update.

Trustee Perry asked if the OPEB savings is only a one-year adjustment from the state? Mr. Dunckel replied yes, he believes it is only a one-year adjustment.

Trustee Perry asked if the approval the District is seeking this evening includes the updates from the State. Mr. Dunckel said it will not include those updates as we are waiting for finalization from the state. He believes it will be October when we will come back to the Board and asking for them to approve a budget update that will include the state updates.

IT WAS MOVED BY Trustee Perry and supported by Trustee Halgren to approve the 2024-25 Proposed General Fund Budget as presented. Motion carried.

FOOD SERVICE SPEND DOWN PLAN* - Evan Robertson provided a picture of the location of the new freezer at Wilcox and a memo from MDE regarding the purchase of the freezer as requested at the June 10th Board meeting.

Trustee Perry asked if the freezer would be butting up against the current walls and also if the Bond partners had reviewed the location. Mr. Robertson replied that it would but up against the current walls. He said that Moore Trosper did not respond to their request to provide services on the project.

Trustee Perry asked about moisture and what it would do to the surface spaces. Mr. Robertson explained that while there is a slim space, it will be caulked and therefore sealed to keep moisture away.

Trustee Perry shared that with their being new sidewalk there, he wants to be sure that when it is put in place that there is not damage to the new sidewalks.

IT WAS MOVED by Trustee Halgren and supported by Trustee Robel to approve the Food Service Spend Down plan as presented \$201,158.36. Motion carried.

HOLT PUBLIC SCHOOLS AND HOLT EDUCATION ASSOCIATION MASTER AGREEMENT

RATIFICATION* - Dr. Quinlan shared information about the Master Agreement. It is an agreement that covers July 1, 2024 – June 30, 2027. A copy of the Master Agreement is on file with the official Board meeting materials located in the Superintendent's Office.

IT WAS MOVED by Trustee Halgren and supported by Trustee Leonard to approve the Master Agreement between Holt Public Schools and the Holt Education Association. Motion carried

HPS and HEA/ICWA/MEA/NEA LOA RE: Dimondale Calendar* - Dr. Quinlan outlined the Letter of Agreement regarding an update to the Dimondale Elementary calendar. They will be operating on a Bond Calendar for 24-25 and there was an adjustment to the calendar. A copy of the LOA is on file with the official Board meeting materials located in the Superintendent's Office.

IT WAS MOVED by Trustee Halgren and supported by Trustee Leonard to approve the LOA for Dimondale calendar as presented. Motion carried.

24-25 Administrative, Supervisory, Technical, and Administrative Assistant Salary Schedule

Adjustments* - Dr. Quinlan presented a 24-25 salary schedule adjustment for the Administrative,

Supervisory, Technical and Administrative Assistant Salary Schedule. A copy of the LOA is on file with the official Board meeting materials located in the Superintendent's Office.

President Dalton said she has questions about some of the titles listed in this schedule. There is also concern about the Junior High Assistant Principals vs. the High School Assistant Principals. Dr. Quinlan responded that these positions were a part of what would have been recommended by the salary study that was paused due to the current budget situation.

Vice-President Robel said she believes we need to make this adjustment instead of some of the other adjustments if the money from the state comes through.

IT WAS MOVED by Trustee Perry and supported by Trustee Leonard to approve the 24-25 Administrative, Supervisory, Technical, and Administrative Assistant Salary Schedule as presented. Motion carried.

OTHER – Dr. Hornak wanted to share that the auditing team was scheduled to be onsite for a week and were only on site for 2 days. He wanted to give the Finance team kudos for the great work preparing for the audit.

Trustee Perry shared that at a CIC meeting earlier in the week they found we are under budget and he said the CIC would like to recommend to the Board that the savings be put back into cuts they made at Horizon of \$500,000. The other funds he would like to restore the \$600,000 for the track back into the general fund as it was originally planned to come from the bond.

Trustee Robel asked about posted rates for facilities and the Kitchen rentals/use for current District employees.

Dr. Hornak said that there have not been published rates and he is working with Mr. Dunckel on the date the published rates would be in effect.

Trustee Robel asked if we could consider an employee/educator discount for the rental of district facilities. She believes what has been quoted to a district educator is excessive for the rental rate of the space. Mr. Dunckel said he wanted to push back on that a bit as we are stewards of the taxpayers and the rental fee includes the use of the equipment in the three spaces as well and the rate was quoted many months ago.

ADJOURNMENT* - IT WAS MOVED by Trustee Halgren and supported by Trustee Robel to adjourn the meeting. Motion carried. The meeting adjourned at 5:25 p.m.

Respectfully submitted,

Jessie Jones, Secretary