

Regular Meeting of the Houghton Lake Community Schools Board of Education was held Monday, November 17, 2008 in the Board of Education office.

Members Present: Maiani, Harned, Burger, Duquette, Dean, Scherer, and Fry.

Members Absent: None

Administration/Staff: Superintendent Injasoulian, Gail Harned, Melisa Akers, Heidi Palatka, Stan Gardner, Tonja Hinkston, and Jenny VanDuninen.

Press: Cheryl Holladay, Houghton Lake Resorter  
Jeff Patrus, Roscommon County Herald News

Board President Harned called the meeting to order at 6:30 p.m.

Business Manager, Matt Lewis, began a power point presentation on the 2008/2009 budget amendment, which illustrated the sources of school aid revenue, the Houghton Lake Community Schools enrollment projections, historical data, and covered a synopsis of the general fund budget. Michigan's economic crisis and the possibility of a mid-year reduction were displayed. He explained how the Athletic Program cannot continue to be funded by the Boosters, and that the Board needs to begin discussing other options. The Food Service Program on the other hand, has been very successful. The program has a surplus of funds – that can only be spent on that program; (Food Service Funds) cannot be used for General Operations.

Board President Harned called a 5 minute break prior to beginning the regular portion of the meeting at 6:55 p.m.

Others who arrived for the meeting:

Administration/Staff: Jack Kramer, Sue Milner, Pam Akin, and Sally Cotterman.

Visitors: Tracy Wilson and Bruce Dunn.

Board President Harned called the meeting back to order at 7:00 p.m.

**Citizen's Request to Address the Board of Education - none**

### **Superintendent's Report**

- All of the Veteran's Day ceremonies - were once again outstanding.
- Superintendent Injasoulian stated that the activities that he participated in during the Professional Development day held November 12<sup>th</sup> were excellent. Numerous great techniques to help students learn were demonstrated, making this one of the best Professional Development days.
- Technology Director, Mike Shaltz, is planning a meeting between the technology committee members and Brad Hemmes, to be proactive on the technology projects and maximize the bond issue dollars.
- Since the gym floor moisture problem still exists; Rodney Conlon from Bay Area Specialty Flooring Company – will be visiting the district next week and try to elevate the moisture from the wood by making a few cuts into the floor.
- Superintendent Injasoulian will be attending the honor luncheon tomorrow, for the Alternative Education students.
- The following scheduled Board of Education meetings need to be rescheduled since they conflict with other events: the January 6, 2009 work session will be cancelled and be replaced with a Board Retreat scheduled for Saturday, January 10, 2009. The work session scheduled for April 6, 2009, conflicts with spring break, so that will be moved to the following Monday, April 13<sup>th</sup>. The senior awards is the same day as the May 18, 2009 regular Board meeting, therefore, the Board meeting will be rescheduled to May 11, 2009.

## **Discussion Items**

Board President Harned stated that he wanted to mention how outstanding the Veteran's Day program was again, and recommends everyone to attend – if they have not done so. Also, that the following three discussion items would need to be added onto the agenda:

- 1) Bond Issue Report update
- 2) Hiring a consultant to complete a superintendent search
- 3) ROTC Program at Houghton Lake Community School District

The Administrative and Budget Board Reports were reviewed.

### ***Band Overnight Trip***

The first reading took place on a request from the band students to take an overnight trip to Chicago, in April 2009.

### ***Budget Amendment and Bond Survey***

A power point presentation outlining the budget amendment took place prior to the regular portion of the meeting. Matt Lewis informed the Board that bids for a bond survey company were obtained, and the lowest bidder was a local company. There is an action item on the agenda for the Board to accept the bid.

### ***Alternative Education Program Counselor***

Board discussion took place regarding the great need for a counselor to help the students at the Alternative Education Program.

### ***Hire a consultant***

Board consensus was for the district to hire a consultant to conduct the Superintendent Search. Motion by Duquette, Supported by Dean to add hiring a consultant from MASB to begin the Superintendent Search on as an action item. Motion carried. Yes 7, No 0.

### ***ROTC Program***

Board discussion took place on the number of students in our school district that have an interest in the military. Board requested Superintendent Injasoulian to collect information on establishing a ROTC program in Houghton Lake School District and bring material back to the Board for review.

## **Board Presentation**

Bruce Dunn, Maner, Costerisan & Ellis, P.C., addressed the Board to present the outcome of the annual audit. Mr. Dunn complimented the Board on all the hard decisions that had to be made and complimented Superintendent Injasoulian, Matt Lewis, and the Board office staff. Stating that the district has made a very impressive turn around which took a lot of hard work. He added that the Food Service and Athletic Programs are running very well. He briefly explained the different accounts to the Board, indicating that the retirement account alone takes 1.4 million dollars of the budget. The district needs to have approximately 10% - 15% of its budget in the bank to use for cash flow otherwise; districts have to borrow funds from the bank for payroll and operational expenditures.

Board President Harned gave thanks to Bruce Dunn and his firm for doing such a good job. Mr. Dunn again complimented our new business manager and the workers in the Board office.

Tracy Wilson, School Health Services Coordinator, addressed the Board to request their continued support. They will be submitting their renewal application for State/Federal funding. Documentation illustrating Board approval along with a proposed interagency agreement if the health center becomes state funded is necessary. She briefly described all the services the clinic provides (everything a primary physician can do) along with some history of the School Based Health Center.

**Citizens Second Request to Address the Board – none**

## **Action Items**

### **Consent Agenda**

Motion by Dean, supported by Duquette, to approve the consent agenda as presented, the minutes of the special meeting held November 3, 2008: along with the following expenditures for the month of October 2008: General Fund \$604,034.73, Food Service \$60,192.36, and Athletics \$36,786.93.

Motion carried. Yes 7, No 0.

### **Budget Amendment Resolution**

Motion by Duquette, supported by Maiani to approve the attached 2008/2009 Budget Amendment #1 – Option 2 (\$100 proration to \$7,216) as presented. Motion carried. Yes 7, No 0.

### **Bond Survey – Bid Accepted**

Motion by Maiani, supported by Duquette to accept the bid from North Central Survey, Inc. from Prudenville, Michigan, in the amount of \$15,860.00 for the purpose of surveying our grounds to begin the first project of our bond issue. Motion carried. Yes 7, No 0.

### **Counselor for the Alternative Education Program**

Motion by Dean, supported by Duquette to approve the hiring of a full-time counselor with full benefits only for the individual employee for the Alternative Education Program for the remainder of the 2008/2009 school year. Motion carried. Yes 7, No 0.

### **Consultant for Superintendent Search**

Motion by Duquette, supported by Dean to contract with MASB Consulting Service to assist the district in finding and contracting a replacement for the retiring Superintendent. Motion carried. Yes 7, No 0.

Motion by Duquette, supported by Maiani to adjourn the meeting at 8:52 p.m. Motion carried Yes 7, No 0.