



Rockford Public Schools

Quality Community – Quality Schools
Together Building a Tradition of Excellence

ROCKFORD BOARD OF EDUCATION

SPECIAL MEETING
June 24, 2024 - 5:30 PM
Agenda

CALL TO ORDER

MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

RECOGNITION

BUDGET HEARING

1. Presentation
2. Public Hearing/Comment

ACTION ITEMS – CONSENT AGENDA

1. Certified staff resignation

NEW BUSINESS

1. Bargaining Agreements
 - a. REA
 - b. RESPA
2. Food Service Van Purchase
3. 2023-2024 Budget Amendments
 - a. General Fund (including Athletics)
 - b. Food Service
 - c. Activity Fund
 - d. Public Purpose Trust Fund
3. 2024-2025 Budget Proposals
 - a. General Fund (including Athletics)
 - b. Food Service
 - c. Debt Fund Budget
 - d. Activity Fund
 - e. Public Trust Fund
4. Other Financial Matters
 - a. 2024 Tax Levy Certification

OLD BUSINESS

REPORTS

1. Committee Reports

RECOGNITION OF VISITORS AND HEARING OF PEOPLE PRESENT

SUPERINTENDENT REMARKS

ADJOURNMENT

Accommodations:

Any person with a disability who needs accommodation for participation in these meetings should contact the Superintendent's Office at 616.863.6557, at least five days in advance of the meeting.



Memorandum

To: Board of Education
From: Dr. Korie Wilson-Crawford, Assistant Superintendent of Human Resources
Date: June 24, 2024
Subject: 2024-2025 Employee Resignations

Heather Sheahan	Teacher	East Middle School	06/01/2024
Sarah Morren	Teacher	East Middle School	06/01/2024
Makayla Flores	Teacher	East Middle School	06/01/2024 – not returning from LOA
Melissa Gage	Teacher	Crestwood Elementary	06/01/2024
Kathryn Budzynski	Itinerant	Special Services	06/18/2024



Memorandum

To: Dr. Steve Matthews, Superintendent
From: Dr. Korie Wilson-Crawford, Assistant Superintendent of Human Resources
Date: June 19, 2024
Subject: REA and RESPA Master Agreement Approval Recommendation

During the spring of 2024, the REA and RESPA bargaining teams met with negotiators on behalf of Rockford Public Schools to engage in good faith bargaining using a collaborative process. The attached documents are the product of many meetings and countless hours of collaboration and trust-building between the district and our labor organizations.

Our Board of Education provided a framework of interests that guided our bargaining process. These interests included fiscal responsibility and attraction and retention of high quality staff members to serve our students. These guideposts help our bargaining teams focus on remaining competitive in the local school marketplace from a wage and working condition perspective as well as allowed us to use data and comparative information to advance our work.

Some highlights of these settlements are included on the following pages, but on a high level they include:

- A step increase as well as a percentage increase on respective salary schedules for an overall wage increase of 6.72%.
- Market adjustment in targeted areas such as food service and maintenance wage scales.
- Numerous language changes for clarity and mutual gain
- Cost-saving changes to ancillary insurance benefits
- Previously-prohibited subject language re-enters certain highlighted articles

Our current contracts expire on June 30, 2024 and, if approved, the accompanying document set forth terms for July 1, 2024 through June 30, 2027. Thank you for your consideration in these recommendations for our school district. We are proud of the work we have done and look forward to positive dialogue and labor relations moving forward together. Thank you for the opportunity to serve as the primary bargaining facilitator for the district.

Tentative Agreement
Between
Rockford Education Association
And
Rockford Public Schools

This document is the full tentative agreement for the Rockford Education Association/Rockford Public Schools Master Agreement July 1, 2024 to June 30, 2027.

1. **Wages:** There will be a step and 4% increase on the salary schedule for the 24-25 school year. There will be a step granted with a wage reopener for the 25-26 school year.
2. **New Lane:** A new lane will be added to the salary schedule for Masters' Degree plus 60 graduate credits/ Ed.S Degree. This lane will range from \$1000 to \$2000 above current MA+30 lane.
3. **Insurances:**
 - a. The district will move the Life and Accidental Death and Dismemberment insurance to MESSA as the carrier for this service.
 - b. The association and the district agree to a purposive change to Blue Cross Blue Shield Dental pending the following inquiries:
 - i. The dental provider network is deemed adequate for services for employees within a 10 mile radius of Rockford.
 - ii. Inquiries are sufficiently answered regarding R & C charges and its impact on employees.
 - iii. Further bargaining regarding coverages and the saving associated with a provider switch to dental.
 - c. Health Insurance for Fall of 2024: Reopen for Fall bids (for a potential January 1, 2025 change) upon mutual agreement.
4. **Cash In Lieu Benefits:** The Cash In Lieu benefit offered to spouses of employees (when both spouses work for RPS), shall be increased to \$2600.
5. **Schedule B Changes/Additions:**
 - Elementary Lead Teachers (3/4/5)
 - AET-Elementary Grade Level Coordinators (4/5/6)
 - Robotics - 5/6/7
 - Dog Handler 10/11/12
 - Aces Music Director 10/11/12
 - RHS Jazz Band 8/9/10
 - MS Fall Play 3/4/5
 - MS Spring Play 3/4/5
 - Variety Show Director 3/4/5

Non-Musical Play (Fall)

- Director 6/7/8
- Any other roles (combined total not to exceed) 5/6/7

Musical Play (Spring)

- Director 8/9/10
- Music Director 5/6/7
- Any other roles (combined total not to exceed) 5/6/7

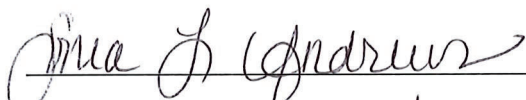
Underclassman Play

- Director 5/6/7
- Any other roles (combined total not to exceed) 2/3/4

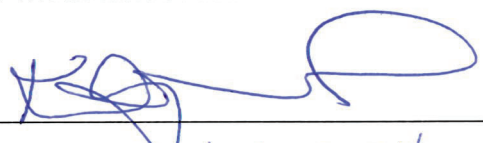
6. Language Changes:

- a. Multiple Changes in Article IX including:
 - i. Premium Personal Days
 - ii. Bereavement Leave Changes
 - iii. Sick Day Donation Language
 1. Increase in donated days cap to 30 for birthing parent
 2. Eliminate 7 day unpaid waiting period
 - iv. Other
- b. All previously prohibited topics have been bargained and included in the Strikethrough document.
- c. Staff Assault Language
- d. Service Credit Placement Clarification
- e. Employee Assistance Plan added
- f. Tuition Reimbursement increased to \$250 per credit
- g. Mid-Year Lane Change Opportunity
- h. Other minor language changes embedded in strikethrough.

For The Rockford Education Association:


 Date: June 6, 2024

For The Rockford Public Schools:


 Date: 6.6.2024

Tentative Agreement
Between
Rockford Education Support Personnel Association
And
Rockford Public Schools

This document is the full tentative agreement for the Rockford Education Support Personnel Association/Rockford Public Schools Master Agreement July 1, 2024 to June 30, 2027.

1. **Wages:** There will be a one-time scale adjustment made in all classifications where the wages are not at 100% of agreed comparable districts. (See accompanying wage document.) Additionally, there will be a step and 3.00% increase on the salary schedule for the 24-25 school year. There will be a one-time additional \$1.00 per hour adjustment on the Trades Scale only. There will be a step granted with a wage reopener for the 25-26 school year.
2. **Insurances:**
 - a. The district will move the Life and Accidental Death and Dismemberment insurance to MESSA as the carrier for this service.
 - b. The association and the district agree to a purposive change to Blue Cross Blue Shield Dental pending the following inquiries:
 - i. The dental provider network is deemed adequate for services for employees within a 10 mile radius of Rockford.
 - ii. Inquiries are sufficiently answered regarding R & C charges and its impact on employees.
 - iii. Further bargaining regarding coverages and the saving associated with a provider switch to dental.
 - c. Health Insurance for Fall of 2024: Reopen for Fall bids (for a potential January 1, 2025 change) upon mutual agreement.

3. **Language Items:**

B. Vacations

After a successful probationary period, all twelve-month employees shall be eligible for vacation on the following schedule:

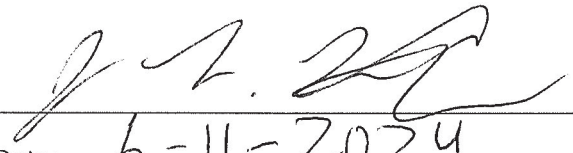
<u>Years 0-3</u>	<u>ten (10) days</u>
<u>Years 4-6</u>	<u>fifteen (15) days</u>
<u>Years 7+</u>	<u>twenty (20) days</u>

Those 20+ year employees who were granted twenty-one (21) days from a previous agreement shall be grandfathered in and allowed to continue to receive 21 days.

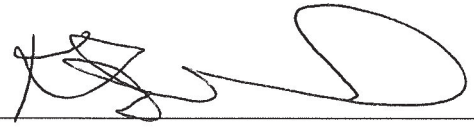
6. Article XVI, E. 1. New G. In the event of a total power outage in a building, and when all other building staff have already been dismissed, custodial and maintenance staff may be dismissed or diverted to another building upon approval of the Director of Operations or his/her designee, with the understanding that they may be called back to complete their shift when power is restored.

- i. NEW Staff Assault Language-
A staff member who is assaulted by the same student multiple times shall be able to request a meeting with district leadership to discuss alternative placement options and/or necessary support services.
- j. New Trip List Language to be added per mutual agreement
- k. Employee Assistance Plan added
- l. Other minor language changes embedded in strikethrough document including definitions and clerical edits.

For The Rockford Education Support Personnel Association:


Date: 6-11-2024

For The Rockford Public Schools:


Date: 6.11.2024



Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 20, 2024
Subject: Purchase of Food service Vehicle

Based on an assessment of our current fleet, we are looking to add a Food Service vehicle to better serve the district. We would like to purchase a new Ford 2024 transit/cargo van to be used to transport food service items. The van will be purchased through a consortium. This concept was presented at the Finance Committee meeting on Wednesday, June 19, 2024.

This will be presented at the board meeting scheduled on Monday, Jun 24, 2024 for approval. The recommendation is to approve the purchase of a 2024 Ford transit/cargo van from Gorno Ford for \$57,220.00 to paid with food service funds.

ATC:kj

Attachment

Patrick Southward
Gorno Ford
ralderman@gornoford.com
734-883-0796
Fax: 734-671-4375

ROCKFORD SCHOOLS ATT: SHAWN HAYWARD
shayward@rockfordschools.org

05-28-24

2024 FORD TRANSIT, CARGO, MIDROOF, 148" WHEEL BASE

3.5L V6 ENGINE / 6 SPD AUTOMATIC TRANSMISSION

#9500 GVWR

235/65R-16C BSW ALL SEASON

4.10 REG REAR AXLE

REAR COMPARTMENT LIGHTING

HD TRAILER TOW

LONG ARM POWER MIRRORS

RADIO SYNC 3 4"SCREEN

FRONT OVERHEAD SHELF

TRAILER BRAKE CONTROLLER

CRUISE CONTROL

TRAILER TOW PACKAGE

RUNNING BOARDS

POWER OUTLET (110/400W)

LOAD AREA PROTECTION PKG

POWER EQUIPMENT GROUP

DELIVERED TO WOODHAVEN, MI\$ 53,850.00

RECOMMENDED OPTIONS

E TRACK WITH 2 STRAPS	\$870.00
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FOLD UP RAMP (LINK RAMP LB20)

STANDARD \$2,500	\$2,500.00
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HYDROLIC \$3,500	\$3,500.00
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*** CUSTOMER TO DECIDE ON RAMP CHOICE ***

THANK YOU

Patrick Southward

GOVERNMENT / FLEET SALES

734-883-0796

LINK | Ramps

LB20 SERIES
BIFOLD MOUNTED RAMP

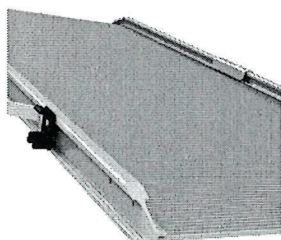


driven to outperform®

LINK® LB20

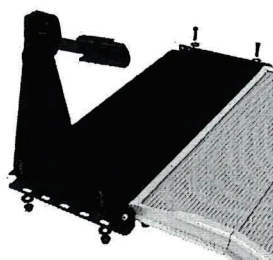
Bifold Ramp

The LB20 Series ramp is a high-strength aluminum, surface-mount ramp that installs easily into any vehicle with a flat surface. The unique design stores vertically and can be positioned for use in seconds. It increases efficiency while reducing dangerous lifting and equipment damage. The ramp comes in both standard and spring-assist versions. The LB20 Series weighs between 84 to 225 pounds and its weight capacity ranges between 750 and 1,500 pounds, depending on the model.



HIGH STRENGTH ALUMINUM

LB20 is designed for reliability using extruded high strength steel. The extensive line of LB20 sizes provides a option for any delivery application.



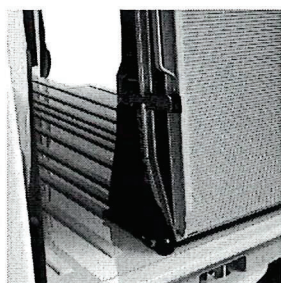
EASY BASEPLATE INSTALLATION

The LB20 mounts easily on a flat surface and covers only 15 inches of floor space. The baseplate requires 4 bolts in the floor to install for use.



REDUCE LIFTING WITH SPRING ASSIST

The spring assist option aids in transitioning the ramp smoothly when deploying or collapsing. The wheel kit rolls the ramp over flat surfaces.



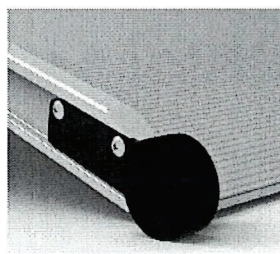
QUICK UNLOADING & LOADING

The LB20 is easy to release and deploy with quick-release latches and sturdy hinge points. The LB20 works well for rear or side loading applications.



DEAD SPACE STORAGE

The LB20 ramp folds in half and stores vertically in the dead space of the vehicle. The bi-fold ramp collapses to roughly 7.5 inches in depth.



OPTIONAL WHEEL KIT AVAILABLE

An optional wheel kit is available (Part #78425A04) to help transition the ramp more smoothly when deploying it on the ground.

RAMP PART #	MODEL # (Style-W-L)	CAPACITY (Lbs)	WEIGHT (Lbs)
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LB20 FLAT MOUNT

7851-A004	LB20-24-72	1250	84
7851-A000	LB20-24-81	1250	90
7851-A010	LB20-24-90	1250	96
7851-A011	LB20-24-99	1250	102
7851-A012	LB20-24-108	1250	108
7851-A013	LB20-24-117	1000	114
7851-A005	LB20-30-54	1250	82
7851-A006	LB20-30-72	1250	94
7851-A002	LB20-30-81	1250	100
7851-A015	LB20-30-90	1250	106
7851-A016	LB20-30-99	1250	112
7851-A017	LB20-30-108	1250	118
7851-A018	LB20-30-117	1000	124
7851-A019	LB20-30-126	750	130
7851-A008	LB20-36-72	1250	104
7851-A001	LB20-36-81	1250	110
7851-A021	LB20-36-90	1250	116
7851-A022	LB20-36-99	1250	122
7851-A023	LB20-36-108	1250	128
7851-A024	LB20-36-117	1000	134
7851-A025	LB20-36-126	750	140
7851-A026	LB20-36-135	750	146
7855-A012	LB20-36-81	1250	110
7855-A013	LB20-36-90	1250	116

LB20 SPRING ASSIST

78425-A11	LB20-24-99SA	1250	147
78425-A17	LB20-24-108SA	1250	153
78425-A17	LB20-24-117SA	1000	159
78425-A11	LB20-30-90SA	1250	150
78425-A09	LB20-30-99SA	1250	157
78425-A17	LB20-30-108SA	1250	163
78425-A17	LB20-30-117SA	1000	169
78425-A16	LB20-30-126SA	750	175
78425-A11	LB20-36-81SA	1250	155
78425-A09	LB20-36-90SA	1250	161
78425-A07	LB20-36-99SA	1250	167
78425-A17	LB20-36-108SA	1250	173
78425-A16	LB20-36-117SA	1000	179
78425-A15	LB20-36-126SA	750	185
78425-A15	LB20-36-135SA	750	191
7842-A300	LB20-42-108SA	1250	225
7842-A000	LB20-47-99SA	1500	225

Phone +1 800 248 3057 | info@linkmfg.com | linkramps.com LINK MFG. 7/1/22

WARNING: Link products must be professionally installed by a trained technician when being placed into an Electric Vehicle (EV). Electric Vehicles have higher voltage batteries and cables and drilling into Electric Vehicles may cause serious bodily harm and possibly death. Link is not responsible for optional configurations or equipment that restrict the installation of this product in any way. Consult OEM body builder guides for additional installation guidelines.



Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 12, 2024
Subject: 2023-24 General Fund Budget Revisions

Attached is the Appropriations Resolution to implement the year-end 2023-24 general fund budget revisions.

The attached revised general fund budget includes updated revenue and expense estimates based on actual enrollment, the adopted State Aid Act, current staffing levels, and year-to-date expenses.

This will be presented for review to the Board of Education at the finance committee meeting scheduled for Wednesday, June 19, 2024.

The formal approval of the general fund budget will be presented to the Board of Education at the meeting on Monday, June 24, 2024.

ATC:kj

Attachment

**RESOLUTION FOR ADOPTION BY
THE BOARD OF EDUCATION
OF ROCKFORD PUBLIC SCHOOLS**

RESOLVED, that this resolution shall be the general appropriation of **ROCKFORD PUBLIC SCHOOLS** for the fiscal year 2024 a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by **ROCKFORD PUBLIC SCHOOLS**.

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; and

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.

This appropriation resolution is to take effect on June 24, 2024.

BE IT FURTHER RESOLVED, that, for purposes of meeting emergency needs of the school district, transfers of appropriation not to exceed \$50,000 may be made upon the written authorization of the Superintendent, but no other transfers shall be made without approval by the Board of Education. When the Superintendent makes a transfer of appropriations as permitted by this resolution, 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.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the general fund of the **ROCKFORD PUBLIC SCHOOLS** for fiscal year 2024 is as follows:

REVENUES

Local Sources	\$13,377,414
State Sources	88,469,575
Federal Sources	8,150,730
Interdistrict Sources	<u>7,532,004</u>

TOTAL REVENUES **\$117,529,723**

Fund Balance July 1	\$15,157,132
Less Appropriated Fund Balance	0
Fund Balance Available to Appropriate	\$15,157,132

TOTAL AVAILABLE TO APPROPRIATE **\$132,686,855**

BE IT FURTHER RESOLVED, that \$132,686,855 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 Expense

Basic Programs	\$55,428,388
Added Needs	10,652,835
Adult Education	311,230

Support Services

Pupil	7,361,603
Instructional Staff	5,542,109
General Administration	990,254
School Administration	6,298,705
Business	2,122,787
Operation/Maintenance/Security	10,540,474
Transportation	5,300,594
Central Services	5,583,454
Community Services	5,455,937
Principal/Interest Repayment	\$13,642
Interdistrict	<u> </u>

TOTAL EXPENDITURES **\$115,602,011**

Outgoing Trans	0
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TOTAL APPROPRIATED **\$115,602,011**

**PROJECTED UNAPPROPRIATED
FUND BALANCE**

\$17,084,844

ROCKFORD PUBLIC SCHOOLS

2023-24
GENERAL FUND BUDGET
FISCAL YEAR ENDING JUNE 30, 2024

<i>PRESENTED</i>	<i>PRESENTED</i>
<i>6/12/2023</i>	<i>6/24/2024</i>
ORIGINAL	REVISED
2023-24	2023-24

REVENUES

Local Sources	\$12,777,763	\$13,377,414
State Sources	\$84,418,764	\$88,469,575
Federal Sources	\$7,423,651	\$8,150,730
Interdistrict Sources	\$7,544,549	\$7,532,004
TOTAL REVENUES	\$112,164,727	\$117,529,723

EXPENDITURES

Instruction Expense

Basic Program	\$54,170,965	\$55,428,388
Added Needs	\$9,541,011	\$10,652,835
Adult Education	\$519,146	\$311,230

Support Services

Pupil	\$6,207,434	\$7,361,603
Staff	\$5,495,237	\$5,542,109
General Administration	\$906,194	\$990,254
School Administration	\$6,086,541	\$6,298,705
Business	\$1,910,790	\$2,122,787
Operation/Maintenance/Security	\$9,612,383	\$10,540,474
Transportation	\$5,167,908	\$5,300,594
Central Services	\$5,200,020	\$5,583,454
Community Services	\$4,840,437	\$5,455,937
Principal/Interest Repayment	\$13,642	\$13,642
Interdistrict	\$0	\$0

TOTAL EXPENDITURES	\$109,671,708	\$115,602,011
Outgoing Trans & Other	\$0	\$0
TOTAL APPROPRIATED	\$109,671,708	\$115,602,011

EXCESS REVENUE (APP.)	\$2,493,019	\$1,927,712
FUND BALANCE, JULY 1	\$12,103,778	\$15,157,132
LESS APPROPRIATED FUND BALANCE	\$0	\$0
UNAPPROPRIATED FUND BALANCE, JUNE 30	\$14,596,797	\$17,084,844



Rockford Public Schools

Quality Community – Quality Schools
Together Building a Tradition of Excellence

Finance Department

Allison Clements, Executive Director of Business

350 N. Main Street • Rockford, MI 49341

Phone: 616.863.6555 • Fax: 616.866.1911

Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 14, 2024
Subject: Food Service Budget – Revised for 2023-24

Attached is the revised food service budget for the 2023-24 school year as well as a copy of the budget detail. The amendment reflects updated revenue and expenses based on year-to-date actuals in each category.

Details will be presented to the Finance Committee on Wednesday, June 19, 2024. Per committee review, the budget will be presented to the Board of Education for formal approval at the meeting on Monday, June 24, 2024.

ATC:kj

Attachment

Rockford Public Schools
Food Service Budget
June 2024

	Original Budget 2023-24	Revised Budget 2023-24
REVENUES:		
LOCAL	\$ 653,500	\$ 690,339
STATE	\$ 193,574	\$ 155,391
FEDERAL	\$ 3,257,615	\$ 3,607,424
TOTAL REVENUE	<u>\$ 4,104,689</u>	<u>\$ 4,453,154</u>
 EXPENDITURES:	 \$ 4,367,363	 \$ 4,368,897
 EXCESS (DEFICIT)	 <u>\$ (262,674)</u>	 <u>\$ 84,258</u>
 BEGINNING FUND BALANCE	 \$ 985,949	 \$ 1,161,324
 ENDING FUND BALANCE	 <u>\$ 723,275</u>	 <u>\$ 1,245,582</u>
 FUND BALANCE %	 16.56%	 28.51%

Rockford Public Schools
Food Service Budget Detail
June 2024

Expense	Original Budget 2023-24	Revised Budget 2023-24
FOOD SERVICE SALARY & WAGES	\$918,909.10	\$920,024
LIFE INSURANCE	\$1,977.00	\$1,790
HEALTH INSURANCE	\$247,499.57	\$251,261
H.S.A	\$0	\$0
EARLY RETIREMENT	\$2,500.00	\$7,000
RETIREMENT	\$266,024.18	\$274,535
FICA EMPLOYER	\$68,187.44	\$67,990
CASH IN LIEU	\$6,300	\$8,800
RETIREMENT STABILIZATION	\$84,100	\$84,100
WORKERS COMPENSATIONS	\$15,372	\$15,372
PROFESSIONAL SERVICES	\$0	\$32,400
MILEAGE	\$3,500	\$3,500
CONFERENCE	\$2,500	\$2,500
PHONE	\$700	\$700
POSTAGE	\$1,000	\$100
CONTRACTED EQUIPMENT	\$120,000	\$120,000
FOOD	\$1,555,794.00	\$1,888,005
FOOD USDA	\$131,000	\$131,000
PAPER	\$225,000.00	\$200,000
EQUIPMENT	\$675,000	\$297,220
OTHER SUPPLIES	\$25,000	\$50,000
DUES & AGENT FEES	\$15,000	\$12,000
SALES TAX	\$2,000	\$600
TOTAL	\$4,367,363	\$4,368,897
REVENUES		
INTEREST	\$7,500	\$42,000
STUDENT LUNCHES	\$0	\$0
ADULT LUNCHES	\$12,000	\$13,000
ALA CARTE/MILK	\$420,000	\$420,339
REBATES	\$14,000	\$15,000
RETIREMENT STABILIZATION	\$84,100	\$84,100
CATERING	\$200,000	\$200,000
REIMBURSEMENTS	\$3,257,615	\$3,607,424
SCHOOL BREAKFAST	\$6,500	\$0
STATE AID DURANT	\$102,974	\$71,291
TOTAL	\$4,104,689	\$4,453,154
FUND BALANCE CONTRIBUTION	(\$262,674)	\$84,258



Rockford Public Schools

Quality Community – Quality Schools
Together Building a Tradition of Excellence

Finance Department
Allison Clements, Executive Director of Business
350 N. Main Street • Rockford, MI 49341
Phone: 616.863.6555 • Fax: 616.866.1911

Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 14, 2024
Subject: Activity Fund Budget - Revised for 2023-24

Attached is the revised Activity Fund Budget for the 2023-24 school year. The amendment reflects updated revenue and expenses based on year-to-date actuals in each category.

Details will be presented to the Finance Committee on Wednesday, June 19th. Per committee review, the budget will be presented to the Board of Education for formal approval at the special meeting on Monday, June 24, 2024.

ATC:kj

Attachment

Rockford Public Schools
Student/School Activity Fund
June 2024

	Original Budget 2023-24	Revised Budget 2023-24
Revenues		
Fundraisers/Donations	\$ 1,254,711	\$ 1,201,281
Sale of Tickets/Merchandise	\$ 108,969	\$ 256,134
Total Revenues	\$ 1,363,679	\$ 1,457,415
Expenditures		
Travel/Conferences	\$ 334,467	\$ 289,780
Supplies/Equipment/Material	\$ 935,147	\$ 1,040,548
Total Expenditures	\$ 1,269,614	\$ 1,330,328
Excess(Deficit)	\$ 94,066	\$ 127,087
Estimated Beginning Fund Balance	\$ 970,852	\$ 1,009,646
Estimated Ending Fund Balance	<u>\$ 1,064,917</u>	<u>\$ 1,136,733</u>



Rockford Public Schools

Quality Community – Quality Schools
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Finance Department

Allison Clements, Executive Director of Business

350 N. Main Street • Rockford, MI 49341

Phone: 616.863.6555 • Fax: 616.866.1911

Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 8, 2024
Subject: Public Purpose Trust Fund Budget - Revised for 2023-24

Attached is the revised Public Purpose Trust Fund Budget for the 2023-24 school year. The amendment reflects updated revenue and expenses based on year-to-date actuals in each category.

Details will be presented to the Finance Committee on Wednesday, June 19th. Per committee review, the budget will be presented to the Board of Education for formal approval at the special meeting on Monday, June 24, 2024.

ATC:kj

Attachment

**Rockford Public Schools
Scholarship Fund
June 2024**

	Original Budget 2023-24	Revised Budget 2023-24
Revenues		
Donations	\$ 63,000	\$ 43,000
Interest	\$ 800	\$ 20,000
Total Revenues	\$ 63,800	\$ 63,000
Expenditures	\$ 64,500	\$ 335,000
Excess(Deficit)	\$ (700)	\$ (272,000)
Estimated Beginning Fund Balance	\$ 467,870	\$ 502,212
Estimated Ending Fund Balance	\$ 467,170	\$ 230,212



Rockford Public Schools

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Finance Department
Allison Clements, Executive Director of Business
350 N. Main Street • Rockford, MI 49341
Phone: 616.863.6555 • Fax: 616.866.1911

Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 12, 2024
Subject: 2024-25 General Fund Budget

Enclosed is the proposed General Fund Budget for the 2024-25 school year.

Also enclosed is the Appropriations Resolution to be adopted by the Board of Education after the public budget hearing on June 24, 2024.

This will be presented for review to the Board of Education at the finance committee meeting scheduled for Wednesday, June 19, 2024.

The General Fund Budget will be presented to the Board of Education for formal approval at the meeting on Monday, June 24, 2024.

ATC:kj

Attachment

**RESOLUTION FOR ADOPTION BY
THE BOARD OF EDUCATION
OF ROCKFORD PUBLIC SCHOOLS**

RESOLVED, that this resolution shall be the general appropriation of **ROCKFORD PUBLIC SCHOOLS** for the fiscal year 2025 a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by **ROCKFORD PUBLIC SCHOOLS**.

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; and

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.

This appropriation resolution is to take effect on July 1, 2024.

BE IT FURTHER RESOLVED, that, for purposes of meeting emergency needs of the school district, transfers of appropriation not to exceed \$50,000 may be made upon the written authorization of the Superintendent, but no other transfers shall be made without approval by the Board of Education. When the Superintendent makes a transfer of appropriations as permitted by this resolution, 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.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the general fund of the **ROCKFORD PUBLIC SCHOOLS** for fiscal year 2025 is as follows:

REVENUES

Local Sources	\$13,341,439
State Sources	89,123,343
Federal Sources	3,698,417
Interdistrict Sources	<u>7,992,984</u>

TOTAL REVENUES **\$114,156,183**

Fund Balance July 1	\$17,084,844
Less Appropriated Fund Balance	0
Fund Balance Available to Appropriate	\$17,084,844

TOTAL AVAILABLE TO APPROPRIATE **\$131,241,027**

BE IT FURTHER RESOLVED, that \$131,241,027 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 Expense

Basic Programs	\$59,749,024
Added Needs	11,251,660
Adult Education	340,798

Support Services

Pupil	3,013,724
Instructional Staff	5,535,293
General Administration	1,049,720
School Administration	6,869,477
Business	2,191,413
Operation/Maintenance/Security	10,092,517
Transportation	5,614,861
Central Services	6,984,044
Community Services	5,916,226
Principal/Interest Repayment	13,642
Interdistrict	<u> </u>

TOTAL EXPENDITURES **\$118,622,399**

Outgoing Trans	0
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TOTAL APPROPRIATED **\$118,622,399**

**PROJECTED UNAPPROPRIATED
FUND BALANCE**

\$12,618,628

ROCKFORD PUBLIC SCHOOLS

**GENERAL FUND BUDGET
FISCAL YEAR ENDING JUNE**

<i>PRESENTED</i>	<i>PRESENTED</i>
<i>6/24/24</i>	<i>6/24/24</i>
REVISED	PROPOSED
2023-24	2024-2025

REVENUES

Local Sources	\$13,377,414	\$13,341,439
State Sources	\$88,469,575	\$89,123,343
Federal Sources	\$8,150,730	\$3,698,417
Interdistrict Sources	\$7,532,004	\$7,992,984
TOTAL REVENUES	\$117,529,723	\$114,156,183

EXPENDITURES

Instruction Expense

Basic Program	\$55,428,388	\$59,749,024
Added Needs	\$10,652,835	\$11,251,660
Adult Education	\$311,230	\$340,798

Support Services

Pupil	\$7,361,603	\$3,013,724
Staff	\$5,542,109	\$5,535,293
General Administration	\$990,254	\$1,049,720
School Administration	\$6,298,705	\$6,869,477
Business	\$2,122,787	\$2,191,413
Operation/Maintenance/Security	\$10,540,474	\$10,092,517
Transportation	\$5,300,594	\$5,614,861
Central Services	\$5,583,454	\$6,984,044
Other Supporting Services		
Community Services	\$5,455,937	\$5,916,226
Principal/Interest Repayment	\$13,642	\$13,642
Capital Outlay	\$0	\$0

TOTAL EXPENDITURES	\$115,602,011	\$118,622,399
Outgoing Trans & Other	\$0	\$0
TOTAL APPROPRIATED	\$115,602,011	\$118,622,399

EXCESS REVENUE (APP.)	\$1,927,712	(\$4,466,216)
FUND BALANCE, JULY 1	\$15,157,132	\$17,084,844
LESS APPROPRIATED FUND BALANCE	\$0	\$0
UNAPPROPRIATED FUND BALANCE, JUNE 30	\$17,084,844	\$12,618,628



Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 8, 2024
Subject: Food Service Budget for the 2024-25 School Year

Attached is the recommended Food Service Budget for the 2024-25 school year.

This will be reviewed at the Finance Committee Meeting on June 19, 2024. Per committee review, this information will be presented to the Board of Education for formal approval at the meeting on Monday, June 24, 2024.

ATC:kj

Attachment

Rockford Public Schools
Food Service Budget
June 2024

	Revised Budget 2023-24	Original Budget 2024-25
REVENUES:		
LOCAL	\$ 690,339	\$ 707,339
STATE	\$ 155,391	\$ 241,124
FEDERAL	\$ 3,607,424	\$ 3,787,795
TOTAL REVENUE	<u>\$ 4,453,154</u>	<u>\$ 4,736,258</u>
 EXPENDITURES:	 \$ 4,368,897	 \$ 4,772,848
 EXCESS (DEFICIT)	 <u>\$ 84,258</u>	 <u>\$ (36,590)</u>
 BEGINNING FUND BALANCE	 \$ 1,161,324	 \$ 1,245,582
 ENDING FUND BALANCE	 <u>\$ 1,245,582</u>	 <u>\$ 1,208,992</u>
 FUND BALANCE %	 28.51%	 25.33%

Rockford Public Schools
Food Service Budget Detail
June 2024

Expense	Revised Budget 2023-24	Original Budget 2024-25
FOOD SERVICE SALARY & WAGES	\$920,024	\$1,037,899
LIFE INSURANCE	\$1,790	\$1,863
HEALTH INSURANCE	\$251,261	\$261,563
H.S.A	\$0	\$0
EARLY RETIREMENT	\$7,000	\$10,000
RETIREMENT	\$274,535	\$309,709
FICA EMPLOYER	\$67,990	\$76,701
CASH IN LIEU	\$8,800	\$8,800
RETIREMENT STABILIZATION	\$84,100	\$84,100
WORKERS COMPENSATIONS	\$15,372	\$15,372
PROFESSIONAL SERVICES	\$32,400	\$0
MILEAGE	\$3,500	\$3,500
CONFERENCE	\$2,500	\$2,500
PHONE	\$700	\$700
POSTAGE	\$100	\$50
CONTRACTED EQUIPMENT	\$120,000	\$120,000
FOOD	\$1,888,005	\$2,036,591
FOOD USDA	\$131,000	\$131,000
PAPER	\$200,000	\$225,000
EQUIPMENT	\$297,220	\$390,000
OTHER SUPPLIES	\$50,000	\$40,000
DUES & AGENT FEES	\$12,000	\$15,000
SALES TAX	\$600	\$2,500
TOTAL	\$4,368,897	\$4,772,848
REVENUES		
INTEREST	\$42,000	\$52,000
STUDENT LUNCHES	\$0	\$0
ADULT LUNCHES	\$13,000	\$15,000
ALA CARTE/MILK	\$420,339	\$425,339
REBATES	\$15,000	\$15,000
RETIREMENT STABILIZATION	\$84,100	\$84,100
CATERING	\$200,000	\$200,000
REIMBURSEMENTS	\$3,607,424	\$3,787,795
SCHOOL BREAKFAST	\$0	\$0
STATE AID DURANT	\$71,291	\$157,024
TOTAL	\$4,453,154	\$4,736,258
FUND BALANCE CONTRIBUTION	\$84,258	(\$36,590)



Rockford Public Schools

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Finance Department

Allison Clements, Executive Director of Business

350 N. Main Street • Rockford, MI 49341

Phone: 616.863.6555 • Fax: 616.866.1911

Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 8, 2024
Subject: Debt Retirement Budget 2024-2025

Attached is the recommended Debt Retirement Fund Budget for the 2024-25 school year. The budget is based on a levy of 7.00 mills.

This will be reviewed at the Board Finance Committee Meeting on Wednesday, June 19, 2024. Per Board review, it will then be presented to the Board of Education for formal approval at the meeting on Monday, June 24, 2024.

ATC:kj

Attachment

**DEBT FUND
BUDGET PROJECTION
FISCAL YEAR ENDING JUNE 30, 2025**

2016 PROPOSED 2024-2025	2016REF B PROPOSED 2024-2025	2019 PROPOSED 2024-2025	2023 PROPOSED 2024-2025	2024 PROPOSED 2024-2025	TOTAL PROPOSED 2024-2025
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REVENUES :

PROPERTY TAXES	\$ 2,146,973	\$ 2,259,971	\$ 2,033,974	\$ 8,192,396	\$ 5,141,435	\$ 19,774,749
OTHER LOCAL REVENUE	\$ 71,330	\$ 78,783	\$ 75,297	\$ 233,374	\$ 157,944	\$ 616,728
TOTAL LOCAL REVENUE	\$ 2,218,303	\$ 2,338,754	\$ 2,109,271	\$ 8,425,770	\$ 5,299,379	\$ 20,391,477
OTHER REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES	\$ 2,218,303	\$ 2,338,754	\$ 2,109,271	\$ 8,425,770	\$ 5,299,379	\$ 20,391,477

EXPENDITURES :

REDEMPTION OF PRINCIPAL	\$ 540,000	\$ 815,000	\$ 250,000	\$ 4,585,000	\$ 3,220,000	\$ 9,410,000
INTEREST ON DEBT	\$ 1,444,600	\$ 1,200,350	\$ 1,606,700	\$ 3,388,750	\$ 1,239,334	\$ 8,879,734
SCHOOL BOND LOAN PAYMENT						\$ -
MISCELLANEOUS	\$ 500	\$ -	\$ 500	\$ 500	\$ 500	\$ 2,000
TOTAL EXPENDITURES	\$ 1,985,100	\$ 2,015,350	\$ 1,857,200	\$ 7,974,250	\$ 4,459,834	\$ 18,291,734
OUTGOING TRANSFERS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL APPROPRIATED	\$ 1,985,100	\$ 2,015,350	\$ 1,857,200	\$ 7,974,250	\$ 4,459,834	\$ 18,291,734

BALANCE , JULY 1	\$ 698,225	\$ 710,046	\$ 867,902	\$ 1,436,302	\$ 847,718	\$ 4,560,193
EXCESS REVEUE (APP.)	\$ 233,203	\$ 323,404	\$ 252,071	\$ 451,520	\$ 839,545	\$ 2,099,743
BALANCE, JUNE 30	\$ 931,427	\$ 1,033,450	\$ 1,119,973	\$ 1,887,822	\$ 1,687,263	\$ 6,659,936

2016 DEBT FUND	20156REF B DEBT FUND	2019 DEBT FUND	2023 DEBT FUND	2024 DEBT FUND	TOTAL DEBT LEVY
0.7600	0.8000	0.7200	2.9000	1.8200	7.0000
0.3800	0.4000	0.3600	1.4500	0.9100	SUMMER
0.3800	0.4000	0.3600	1.4500	0.9100	WINTER



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Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 8, 2024
Subject: Activity Fund Budget for the 2024-25 School Year

Attached is the recommended Activity Fund Budget for the 2024-25 school year.

The budget will be reviewed at the Board Finance Committee Meeting on Wednesday, June 19th. Per Board review, the budget will then be presented to the Board of Education for formal approval at a special meeting on Monday, June 24, 2024.

ATC:kj

Attachment

Rockford Public Schools
Student/School Activity Fund
June 2024

	Revised Budget 2023-24	Original Budget 2024-25
Revenues		
Fundraisers/Donations	\$ 1,201,281	\$ 1,213,294
Sale of Tickets/Merchandise	\$ 256,134	\$ 258,695
Total Revenues	\$ 1,457,415	\$ 1,471,989
Expenditures		
Travel/Conferences	\$ 289,780	\$ 292,678
Supplies/Equipment/Material	\$ 1,040,548	\$ 1,050,954
Total Expenditures	\$ 1,330,328	\$ 1,343,631
Excess(Deficit)	\$ 127,087	\$ 128,358
Estimated Beginning Fund Balance	\$ 1,009,646	\$ 1,136,733
Estimated Ending Fund Balance	\$ 1,136,733	\$ 1,265,091



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Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 14, 2024
Subject: Public Purpose Trust Fund Budget for the 2024-25 School Year

Attached is the recommended Public Purpose Trust Fund (Scholarship) Budget for the 2024-25 school year.

The budget will be reviewed at the Board Finance Committee Meeting on Wednesday, June 19th. Per Board review, the budget will be presented to the Board of Education for formal approval at the regular meeting on Monday, June 24, 2024.

ATC:kj

Attachment

**Rockford Public Schools
Scholarship Fund
June 2024**

	Revised Budget 2023-24	Original Budget 2024-25
Revenues		
Donations	\$ 43,000	\$ 40,000
Interest	\$ 20,000	\$ 1,000
Total Revenues	\$ 63,000	\$ 41,000
Expenditures	\$ 335,000	\$ 40,000
Excess(Deficit)	\$ (272,000)	\$ 1,000
Estimated Beginning Fund Balance	\$ 502,212	\$ 230,212
Estimated Ending Fund Balance	\$ 230,212	\$ 231,212



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Memorandum

To: Dr. Steve Matthews, Superintendent of Schools
From: Allison Clements, Executive Director of Business and Operations
Date: June 14, 2024
Subject: 2024 Tax Levy Certification

Attached is the tax rate request form (L-4029) for the 2024 tax year and the resolution authorizing the property tax millage rate to be levied to support the 2024-25 school year budget.

Approval of the attached tax rate request form will authorize the tax collection of 50% in the summer levy (July 1) and 50% in the winter levy (December 1).

This will be presented to the Board Finance Committee on Wednesday, June 19, 2024. Per Board review, the certification will then be presented for formal approval during the Board meeting on Monday, June 24, 2024.

ATC:kj

Attachment

Rockford Public Schools, Kent County, Michigan (the ‘District’)

A special meeting of the Board of Education (the “Board”) of the District was held on the 24th day of June 2024, at 5:30 o’clock, p.m.

The meeting was called to order at 5:30 o’clock p.m., by President, Jarrod Folsom.

Present: Jarrod Folsom, Kelley Freridge, Christie Ramsey, Nick Reichenbach, Tricia Anderson, Jake Himmelspach and Barb Helms

Absent:

The following preamble and resolution were offered by Member, _____ and supported by Member, _____.

WHEREAS:

1. This Board caused notice of a public hearing regarding the proposed budget for the fiscal year 2024-25 to be published, which notice included the statement that the “property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing;” and
2. Such a hearing was conducted at 5:30 o’clock, p.m., June 24, 2024, at which time this Board heard public comment and considered the proposed 2024-25 budget and proposed property tax millage rate to be levied to support the proposed budget.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board hereby adopts as its 2024-25 budget the proposed budget document attached herto, incorporated by reference, which includes the property tax millage rate to be levied to support the 2024-25 budget.
2. This Board certifies that for 2024, 18.0000 mills shall be levied for operating purposes upon non-homestead and non-qualified agricultural property. Further, this Board certifies that for 2024, 7.0000 mills shall be levied upon all property for debt retirement purposes, .9011 mills shall be levied upon all property for parks and recreation purposes and .4734 mills shall be levied upon all property for building & site sinking fund.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Roll Call Vote:

Ayes:

Nays: None

Resolution declared adopted.

Christie Ramsey
Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Rockford Public Schools, Kent County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on Monday, June 12, 2023, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).

Christie Ramsey
Secretary, Board of Education

2024 TAX RATE REQUEST :This form must be completed and submitted on or before September 30, 2024

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

				MAY 2024 Taxable Value ALL Properties	2,821,871,854
County		Kent		MAY 2024 Non-homestead/Non-Qualified AG T.V.	468,146,043
				MAY 2024 Non-Homestead Less ReZones	468,146,043
Local Government Unit		Rockford Public Schools			

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.
The following tax rates have been authorized for levy on the 2023 tax roll.

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Source	Purpose of Millage	Date of Election	Millage Authorized by Election, Charter, etc.	2023 Millage Rate	2024 Current Year Millage Reduction Fraction	2024 Millage Rate Permanently Reduced by MCL 211.34d	Sec. 211.34 Millage Rollback Fraction	Maximum Allowable Millage Rate*	Millage Requested to be Levied Jul 1	Millage Requested to be Levied Dec 1	Expiration Date of Millage Authorized
Voted	Operating-NON-HOME	Nov-22	16.5992	16.5992	0.9831	16.3186	1.0000	16.3186	8.15930	8.15930	Dec-26
Voted	Operating-NON-HOME	Nov-22	3.0000	3.0000	0.9831	2.9493	1.0000	1.6814	0.84070	0.84070	Dec-26
Voted	Parks & Recreation ALL PROPERTY	Nov-24	0.9125	0.9125	0.9876	0.9011	1.0000	0.9011	0.45055	0.45055	Dec-43
MCL 380.1212	Building & Site Sinking Fund	May-19	0.5000	0.4794	0.9876	0.4734	1.0000	0.4734	0.23670	0.23670	Dec-28
Voted	Debt-2016	May-16	0.7600	N/A	1.0000	N/A	1.0000	0.7600	0.38000	0.38000	UNLIMITED
Voted	Debt-2016REFB	May-16	0.8000	N/A	1.0000	N/A	1.0000	0.8000	0.40000	0.40000	UNLIMITED
Voted	Debt-2019	May-19	0.7200	N/A	1.0000	N/A	1.0000	0.7200	0.36000	0.36000	UNLIMITED
Voted	Debt-2023	May-19	2.9000	N/A	1.0000	N/A	1.0000	2.9000	1.45000	1.45000	UNLIMITED
Voted	Debt-2024	May-14	1.8200	N/A	1.0000	N/A	1.0000	1.8200	0.91000	0.91000	UNLIMITED

Prepared by	Telephone Number	Title of Preparer	Date
Allison Clements	(616) 863-6555	Executive Director of Business and Operations	6/10/2024

As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e and 211.34, and for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

PLEASE ENTER REQUESTED MILLAGE IN COLUMN'S 10 AND/OR 11			
Secretary	Signature	Type Name	Date
President	Signature	Type Name	Date
		Christie Ramsey	
		Jarrod Folsom	

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instruction on completing this section.	
Total School District Operating Rates to be Levied(HH/Supp and NH Oper Only)	Rate
For Principal Residence, Qualified Ag. Qualified Forest and Industrial Personal	0
For Commercial Personal	6
For all Other	18

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. A public hearing and determination is required for an operating levy which is larger than the base tax rate but not larger than the rate in

**IMPORTANT: See enclosed instructions for the correct method of calculating the millage rate in column (5).

Rockford Public Schools
BOARD FINANCE COMMITTEE MEETING
Wednesday, June 19, 2024

The meeting began at 7:36 a.m. Present were Jake Himmelspace, Christie Ramsey, Barb Helms, Allison Clements, Kim Jakubiak. Guests: John Henry and Beth Meyer-Kraft.

Jake Himmelspace called the meeting to order. Christie Ramsey motioned to approve the agenda and Barb Helms seconded. The agenda was approved unanimously.

Scholarship Partnership with REF

What: Beth Meyer-Kraft presented the Rockford Education Foundation (REF) partnership with Rockford Public Schools for student scholarships.

- The largest funds have transitioned over to REF.
- REF meets with the donor families and revisits their scholarship intent and agreement.
- REF is also working with the counseling office at the high school to set up a scholarship award process.

Food Service Budget

What: Allison Clements and John Henry presented the revised 2023-24 Food Service Budget and the 2024-25 Food Service Budget. The fund balance was discussed as well as the plan to spend down a portion of the balance in accordance with state requirements.

Details:

- 23-24 revenues came in higher than expected. We are proposing the purchase of a food delivery van through a consortium which helps offset the excess fund balance.
- Projections include the assumption that the state budget will continue to include the free breakfast and lunch program.
- John plans to educate the public on state nutrition requirements in the upcoming year.
- Food Service equipment will be evaluated for replacement in the 24-25 school year.

General Fund Budget

What: Allison Clements presented the 2023-24 revised general fund budget and the 2024-25 proposed general fund budget.

Details of the 2023-24 General Fund Budget:

- State budget is not passed until September. Budget revisions done to align with the state budget that was actually passed.
- Discussed Michigan Public School Employees Retirement System (MPSERS) history.
- Fund Balance goal is at least 10% of General Fund Expenditures.

Details of the 2024-25 General Fund Budget:

- Revenue assumptions are based on the governor's proposal for per pupil foundation allowance increase.
- Itinerants were previously employed by KISD and charged back to RPS. Beginning in 2024-25, itinerants will be RPS employees.
- The new REA and RESPA employment contract increases are included.
- The state is discussing potential changes to the funding requirements of the MPSERS retirement health care and pension funds which would provide cost savings to the district. These potential cost savings are not included in the 2024-25 proposed budget.

Activity Fund Budget

What: Allison Clements presented the revised 2023-24 activity fund budget and the 2024-25 activity fund budget.

Details:

- 23-24 has a slight revision.
- 24-25 budget is similar to 23-24.

Scholarship Fund Budget

What: Allison Clements presented the revised 2023-24 Scholarship Fund budget and the 2024-25 Scholarship Fund budget.

Details:

- Increase in expenditures due to moving several large scholarships to REF.

Athletic Fund

What: In 2010-11 GASB rules stated athletics should be part of the general fund. We split athletics out for informational purposes only. The actual athletic budget is in the general fund under central services.

Details:

- The 2023-24 athletic budget was revised slightly.
- The 2024-25 athletic budget includes a reduction of pay to participate fees based on the passing of the Parks and Recreation millage in November 2023.

Debt Retirement

What: The debt retirement budget is based on property tax revenue coming in and the balances that we are obligated to pay out next year. We levy 7 mills and split them amongst all obligated debt.

Beth Meyer Kraft left at 8:00
John Henry left at 8:40

Tax Levy

The tax levy requires the submission of form L-4029. We send this to the taxing entities to collect taxes on our behalf. We split our tax collection into summer and winter collections.

Water and Sanitary Sewer Agreement

What: The district's legal counsel from Thrun joined the meeting virtually to discuss the draft of the water and sanitary sewer agreement.

With no further items for discussion, the meeting adjourned at 9:38 am.