FOREST HILLS PUBLIC SCHOOLS
GRAND RAPIDS, MICHIGAN

Minutes of Special Meeting of the Board of Education
held on June 20, 2024

CALL TO ORDER

The Forest Hills Board of Education held a special meeting on June 20, 2024, at the Administration Building. President Fauson called the special meeting to order at 11:02 a.m.

ATTENDANCE

Members Present: Fauson, Covelle, Michaud, Terryn, DeBoer

Members Absent: Ninemeier, Vonck

PLEDGE OF ALLEGIANCE

Member Covelle led the Pledge of Allegiance.

PURPOSE OF SPECIAL MEETING

The special meeting was held to conduct a budget hearing, consider budget resolutions, and consider general business items.

PUBLIC HEARING

At 11:03 a.m., the Board of Education held a public hearing.

Purpose of Public Hearing: The purpose of the public hearing was to conduct a special hearing of the proposed 2024-2025 budget.

Julie Davis, Assistant Superintendent for Finance and Operations, reviewed the district's budgets in compliance with the Truth in Budgeting Act. Discussion followed (The Truth in Budgeting Act Compliance checklist [L-4029] is identified as **Ref. No. 24-06/20-A.**)

There were no public comments regarding the budget.

The public hearing concluded at 11:33 a.m.

APPROVAL OF MINUTES

Motion to approve the minutes of the June 10, 2024, Special Meeting, and the June 10, 2024, Regular Meeting, was made by Member Covelle, supported by Member Michaud, and approved by unanimous voice vote.

2023-2024 GENERAL FUND APPROPRIATIONS ACT AMENDMENT RESOLUTION

Motion to amend the 2023-2024 General Fund Appropriations Act Amendment Resolution with available funds of $157,249,723 and appropriations of $137,742,215, as presented, was made by Member Covelle and supported by Member Michaud. Board discussion followed.

AYES: Michaud, DeBoer, Covelle, Fauson, Terryn

NAYS: None

Motion carried by a 5-0 roll call vote. (**Ref. No. 24-06/20-B**)

2023-2024 SPECIAL REVENUE FUND APPROPRIATIONS ACT AMENDMENT RESOLUTION

Motion to amend the 2023-2024 Special Revenue Fund Appropriations Act Amendment Resolution with available funds of $15,886,975 and appropriations of $9,498,326, as presented, was made by Member Covelle and supported by Member Terryn.

AYES: Michaud, Covelle, Fauson, Terryn

NAYS: DeBoer

Motion carried by a 4-1 roll call vote. (**Ref. No. 24-06/20-C**)

2024-2025 GENERAL FUND APPROPRIATIONS ACT RESOLUTION

Motion to adopt the 2024-2025 General Fund Appropriations Act Resolution with available funds of $151,081,095 and appropriations of $133,078,797, as presented, was made by Member Covelle and supported by Member Michaud.

AYES: Michaud, Covelle, Fauson, Terryn

NAYS: DeBoer

Motion carried by a 4-1 roll call vote. (**Ref. No. 24-06/20-D**)

2024-2025 SPECIAL REVENUE FUND APPROPRIATIONS ACT RESOLUTION

Motion to adopt the 2024-2025 Special Revenue Fund Appropriations Act Resolution with available funds of $15,472,632 and appropriations of $9,324,451, as presented, was made by Member Covelle and supported by Member Michaud. Board discussion followed.

AYES: Michaud, Covelle, Fauson, Terryn

NAYS: DeBoer

Motion carried by a 4-1 roll call vote. (**Ref. No. 24-06/20-E**)

ASBESTOS ABATEMENT

Motion to approve the cost of additional unknown asbestos abatement at Ada Vista Elementary by TES Environmental for a total amount of $118,600 was made by Member Covelle and supported by Member Terryn.

AYES: Michaud, DeBoer, Covelle, Fauson, Terryn

NAYS: None

Motion carried by a 5-0 roll call vote.

EASTERN DIGITAL SIGN REPLACEMENT

Motion to approve the purchase of a replacement digital signed from Daktronics, Inc. for an amount of $48,000 was made by Member Covelle and supported by Member Terryn.

AYES: Michaud, DeBoer, Covelle, Fauson, Terryn

NAYS: None

Motion carried by a 5-0 roll call vote.

KNAPP FOREST PLAYGROUND EQUIPMENT

Motion to approve the purchase of playground equipment for Knapp Forest Elementary from Game Time (Sinclair Recreation) for an amount not to exceed $100,000 was made by Member Covelle and supported by Member Terryn.

AYES: Michaud, DeBoer, Covelle, Fauson, Terryn

NAYS: None

Motion carried by a 5-0 roll call vote.

Motion to approve the hire and issue an administrative contract to Heather McKinney-Rewa for the 2024-2025 school year was made by Member Covelle and supported by Member Terryn. EMPLOYMENT OF NEW ADMINISTRATIVE STAFF

AYES: Michaud, DeBoer, Covelle, Fauson, Terryn

NAYS: None

Motion carried by a 5-0 roll call vote.

Dr. Shubel shared incoming superintendent Ben Kirby was involved in the administrative interviews and hiring process. She also shared that Jeff Simon, the current Central Middle School assistant principal, was selected as the new principal for Central Middle School.

Motion to approve the hire and issue contracts to the following professional staff for the 2024-2025 school year was made by Member Covelle and supported by Member Terryn. EMPLOYMENT OF NEW PROFESSIONAL STAFF

- Sophie Brown
- Laura Englebert
- Jordan George
- Melissa McNeill
- Lauren Trotter
- Ross Veldheer
- Alexandra Webster
- Andrea Young

AYES: Michaud, DeBoer, Covelle, Fauson, Terryn

NAYS: None

Motion carried by a 5-0 roll call vote.

Superintendent Shubel has accepted the following resignations: RESIGNATIONS

- Tyler Fewell
- Allison Kennedy
- Xiainebg Ni

Dr. Shubel gave a hiring update. The district had to hire seven new administrators. It has been a very intensive process, and she thanked those who have participated and offered stakeholder voices. SUPERINTENDENT'S REPORT

Dr. Shubel thanked the board for the opportunity to serve as the interim superintendent of Forest Hills Public Schools. She shared it has been both professionally and personally rewarding. As part of the transition process, she has been in communication with incoming superintendent Ben Kirby.

President Fauson thanked Dr. Shubel for her service to the district. She went above and beyond expectations. BOARD COMMUNICATION

Member DeBoer shared she golfed in the Forest Hills Foundation golf outing. She shared accolades for the director and the event as a whole.

There were no public comments. PUBLIC COMMENTS

ADJOURNMENT

President Fauson inquired if there was any other business of the board. Hearing none, she adjourned the meeting at 12:12 p.m.

Respectfully submitted,

Maggie Terryn, Secretary
Forest Hills Board of Education

KENT COUNTY CHECKLIST
2024 APPORTIONMENT

Forest Hills Public Schools

Our Tax Authority completed the following steps as required by MCL 211.24e (Truth in Taxation)

A separate Truth-in-Taxation hearing is not necessary. Our Tax Authority complies with Section 16 of the Uniform Budgeting and Accounting Act (MCL 141.436). Notice, advertising and print size must conform to stated requirements (MCL 141.412).

Board of Education Secretary Maggie Terry

Board of Education President Peter Fenn

Dated this 20th day of June, 2024

Attached: Form L-4029

Ref. No. 24-06/20-A

Michigan Department of Treasury
614 (Rev. 02-24)

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

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

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes	2024 Taxable Value of ALL Properties in the Unit as of 5-28-2024
Kent	4,699,743,878
Local Government Unit Requesting Millage Levy	For LOCAL School Districts: 2024 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.
Forest Hills Public Schools	1,316,744,626

This form must be completed 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 2024 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2024 Current Year "Headlee" Millage Reduction Fraction	(7) 2024 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating NON-HOME	05.05.2015	18.3424	17.6614	0.9982	17.6296	1.0000	**17.6296**	8.8148	8.8148	12.31.25
Voted	Operating NON-HOME	11.07.2023	0.5000	0.5000	0.9982	0.4991	1.0000	**0.3704**	0.1852	0.1852	12.31.25
Extra Voted	Recreation ALL PROP	11.08.2022	1.0000	1.0000	0.9946	0.9946	1.0000	**0.9946**	0.4973	0.4973	12.31.33
Extra Voted	Debt - All	11.05.2013	Unlimited	NA	1.0000	NA	1.0000	0.5200	0.2600	0.2600	12.31.28
Extra Voted	Debt - All	04.20.2016 2016 refund/series	Unlimited	NA	1.0000	NA	1.0000	1.0100	0.5050	0.5050	12.31.27
Extra Voted	Debt - All	11.06.2018 2019 series	Unlimited	NA	1.0000	NA	1.0000	0.6900	0.3450	0.3450	12.31.33
Extra Voted	Debt - All	05.08.2007 2020 refund	Unlimited	NA	1.0000	NA	1.0000	0.2700	0.1350	0.1350	12.31.28
Extra Voted	Debt - All	11.06.2018 2021 series	Unlimited	NA	1.0000	NA	1.0000	0.8900	0.4450	0.4450	12.31.35
Extra Voted	Debt - All	11.06.2018 2023 series	Unlimited	NA	1.0000	NA	1.0000	0.5100	0.2550	0.2550	12.31.38
Extra Voted	Debt - All	11.05.2013 2024 refund	Unlimited	NA	1.0000	NA	1.0000	2.1600	1.0800	1.0800	12.31.28
							Total Debt Levy	**6.0500**			

Prepared by	Telephone Number	Title of Preparer	Date
Julie Davis	(616) 493-8800	Assistant Superintendent for Finance & Operations	June 20, 2024

CERTIFICATION: 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, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☐ Clerk
☐ Secretary
☐ Chairperson
☐ President

Signature	Print Name	Date
Maggie Terryn	Maggie Terryn	June 20, 2024
Kristen Fauson	Kristen Fauson	June 20, 2024

*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.
The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

* Cannon Township: 100% Winter Collections * City of Grand Rapids: 100% Summer Collection

** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions 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	0.0000
For Commercial Personal	6.0000
For all Other	18.0000

Forest Hills Public Schools
General Appropriations Act
2023 - 2024 Fiscal Year

General Fund
Amendment - June 20, 2024

RESOLVED, that this resolution shall be the General Fund appropriation of Forest Hills Public Schools for the fiscal year ending June 30, 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 Forest Hills Public Schools.

BE IT FURTHER RESOLVED, that the total revenue and fund balance estimated to be available for appropriations in the General Fund of Forest Hills Public Schools for the fiscal year ending June 30, 2024 is:

Revenue:	
Local	$ 28,522,147
State	90,753,878
Federal	8,226,253
Incoming Transfers & Other Transactions	11,186,598
Total Revenue	$ 138,688,876
Fund Balance, July 1	18,560,847
Total Available Funds	$ 157,249,723

BE IT FURTHER RESOLVED, that $137,742,215 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	$ 72,917,450
Added Needs	8,611,693
Support Services	
Pupil	9,808,815
Instructional Staff	5,753,014
General Administration	672,593
School Administration	7,648,486
Business Services	1,948,758
Operation & Maintenance	13,324,831
Pupil Transportation	6,762,950
Central Services	4,449,927
Other - Athletics	3,498,278
Community Services	1,866,842
Outgoing Transfers & Other Transactions	478,578
Total Appropriated	$ 137,742,215

Forest Hills Public Schools
General Appropriations Act
2023 - 2024 Fiscal Year

General Fund

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 adopted by the Board; and

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

BE IT FURTHER RESOLVED, that the Board of Education will levy up to 17.6614 mills of taxes on all non-homestead property for general operating purposes and .9815 mill on homestead and non-homestead property for recreation purposes.

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 and Board of Education President. Such transfer shall be presented to the Board of Education at its regularly scheduled meeting in the form of an appropriations amendment.

This amendment resolution is effective June 20, 2024.

Forest Hills Public Schools
General Appropriations Act
2023 - 2024 Fiscal Year

Special Revenue Fund

Amendment - June 20, 2024

RESOLVED, that this resolution shall be the Special Revenue Fund appropriation of Forest Hills Public Schools for the fiscal year ending June 30, 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 Forest Hills Public Schools.

BE IT FURTHER RESOLVED, that the total revenue and fund balance estimated to be available for appropriations in the Special Revenue Fund of Forest Hills Public Schools for the fiscal year ending June 30, 2024 is:

Revenue:		
Child Care Fund	$	1,166,175
Food Service Fund		5,412,873
Student/School Activity Fund		2,620,000
Total Revenue	$	9,199,048
Fund Balance, July 1		6,687,927
Total Available Funds	$	15,886,975

BE IT FURTHER RESOLVED, that $9,498,326 of the total available to appropriate in the Special Revenue Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:		
Child Care Fund	$	1,427,735
Food Service Fund		5,410,591
Student/School Activity Fund		2,660,000
Total Appropriated	$	9,498,326

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 adopted by the Board; and

BE IT FURTHER RESOLVED, that the Superintendent is charged with the general supervision of the execution of the budget adopted by the Board and shall hold the building principals and department heads accountable for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement 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 and Board of Education President. Such transfer shall be presented to the Board of Education at its regularly scheduled meeting in the form of an appropriations amendment.

This amendment resolution is effective June 20, 2024

Forest Hills Public Schools
General Appropriations Act
2024 - 2025 Fiscal Year

General Fund

Adoption - June 20, 2024

RESOLVED, that this resolution shall be the General Fund appropriation of Forest Hills Public Schools for the fiscal year ending June 30, 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 Forest Hills Public Schools.

BE IT FURTHER RESOLVED, that the total revenue and fund balance estimated to be available for appropriations in the General Fund of Forest Hills Public Schools for the fiscal year ending June 30, 2025 is:

Revenue:	
Local	$ 27,842,000
State	89,942,304
Federal	2,778,547
Incoming Transfers & Other Transactions	11,010,736
Total Revenue	$ 131,573,587
Fund Balance, July 1	19,507,508
Total Available Funds	$ 151,081,095

BE IT FURTHER RESOLVED, that $133,078,797 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 Program	$ 67,279,081
Added Needs	8,764,200
Support Services	
Pupil	11,811,377
Instructional Staff	5,541,249
General Administration	763,525
School Administration	7,548,940
Business Services	1,941,671
Operation & Maintenance	12,738,204
Pupil Transportation	6,730,193
Central Services	4,336,064
Other - Athletics	3,434,651
Community Services	1,874,264
Outgoing Transfers & Other Transactions	315,378
Total Appropriated	$ 133,078,797

Forest Hills Public Schools
General Appropriations Act
2024 - 2025 Fiscal Year

General Fund

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 adopted by the Board; and

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

BE IT FURTHER RESOLVED, that the Board of Education will levy up to 18.00 mills of taxes on all non-homestead property for general operating purposes and .9946 mill on homestead and non-homestead property for recreation purposes.

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 and Board of Education President. Such transfer shall be presented to the Board of Education at its regularly scheduled meeting in the form of an appropriations amendment.

This appropriation resolution is effective July 1, 2024

Forest Hills Public Schools
General Appropriations Act
2024 - 2025 Fiscal Year

Special Revenue Fund

Adoption - June 20, 2024

RESOLVED, that this resolution shall be the Special Revenue Fund appropriation of Forest Hills Public Schools for the fiscal year ending June 30, 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 Forest Hills Public Schools.

BE IT FURTHER RESOLVED, that the total revenue and fund balance estimated to be available for appropriations in the Special Revenue Fund of Forest Hills Public Schools for the fiscal year ending June 30, 2025 is:

Revenue:		
Child Care Fund	$	1,150,000
Food Service Fund		5,333,983
Student/School Activity Fund		2,600,000
Total Revenue	$	9,083,983
Fund Balance, July 1		6,388,649
Total Available Funds	$	15,472,632

BE IT FURTHER RESOLVED, that $9,324,451 of the total available to appropriate in the Special Revenue Fund is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:		
Child Care Fund	$	1,310,590
Food Service Fund		5,413,861
Student/School Activity Fund		2,600,000
Total Appropriated	$	9,324,451

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 adopted by the Board; and

BE IT FURTHER RESOLVED, that the Superintendent is charged with the general supervision of the execution of the budget adopted by the Board and shall hold the building principals and department heads accountable for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement 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 and Board of Education President. Such transfer shall be presented to the Board of Education at its regularly scheduled meeting in the form of an appropriations amendment.

This appropriation resolution is effective July 1, 2024.