

**HOUGHTON LAKE COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
Finance Committee Meeting Agenda - May 14, 2018**

**Agenda**

1. **Call to Order** ~ *POL 0164.1*
2. **Members Present:** Christian\_\_\_\_ Nichols\_\_\_\_ Souder\_\_\_\_

Administration Present:

Guest Present:

3. **Approve the Agenda** ~ *POL 0166*

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

VOTE: \_\_\_\_\_ MOTION: \_\_\_\_\_

4. **Approve Minutes from previous meeting** - 03/12/2018 and 04/09/2018 Finance Meeting 3

Motion by \_\_\_\_\_

Supported by \_\_\_\_\_

VOTE: \_\_\_\_\_ MOTION: \_\_\_\_\_

5. **Discussion** ~ *BOP 1.3.6*
  - A. Preliminary 2018-19 Budget

Recommendation:

- B. Bright Beginnings Daycare

Recommendation:

- C. Substitute Teachers

Recommendation:

## **6. Other**

## **7. Adjourn**

Individuals addressing the Board should take into consideration the rules of common courtesy. The public participation portion of the meeting cannot be used to make personal attacks against a School Board member or School District employee that disrupts the order of the meeting and are totally unrelated to the manner in which the member or employee performs his/her duties.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item "Citizen's Request to Address the Board of Education".

**Finance Committee Meeting Minutes**  
**March 12, 2018**  
**Houghton Lake Community Schools**  
**Board of Education**

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A Finance Committee Meeting of the Board of Education of Houghton Lake Community Schools was held on Monday, March 12, 2018, beginning at 7:00 AM in the Board of Education Administrative Center.

**1. Call Finance Committee Meeting to Order ~ POL 0164.1**

Meeting called to order at 7:00 AM

**2. Roll Call –**

Board Members Present: Kelly Christian, Renee Nichols, Mark Souder

Administration Present: Susan Tyer, Camie Hansen

Guest Present: Donovan Chaney

**3. Approve the Agenda ~ POL 0166**

Motion carried. Yes – 3, No – 0.

**4. Approve Minutes from Previous Meeting – 02/12/2018 Finance Committee**

Motion carried. Yes – 3, No – 0.

**4. Discussion Items ~ POL 1.3.6**

**A. Director Contracts**

Recommendation: Looking at one or two year contracts. Title change for Camie Hansen will reflect her qualifications: Chief Financial Officer.

**B. Administrator Contracts**

Recommendation: Recommending two year.

**C. Limit on Purchase Orders**

Recommendation: Camie recommends \$50 to \$200.00.

**5. Other**

Camie – HSA upfront. An issue with uploading of HAS over the summer when some employees leave and are not paying back district. We have had two cases this last fall. Discuss during negotiations.

**6. Adjourn**

Meeting adjourned at 7:44 AM.

**Finance Committee Meeting Minutes**  
**April 9, 2018**  
**Houghton Lake Community Schools**  
**Board of Education**

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A Finance Committee Meeting of the Board of Education of Houghton Lake Community Schools was held on Monday, April 9, 2018, beginning at 7:00 AM in the Board of Education Administrative Center.

**1. Call Finance Committee Meeting to Order ~ POL 0164.1**

Meeting called to order at 7:00 AM

**2. Roll Call –**

Board Members Present: Renee Nichols, Mark Souder  
Board Members Absent: Kelly Christian

Administration Present: Susan Tyer, Camie Hansen

Guest Present: Cheryl Holladay, Resorter

**3. Approve the Agenda ~ POL 0166**

Motion carried. Yes – 3, No – 0.

**4. Discussion Items ~ POL 1.3.6**

**A. Budget Amendments – Camie Hansen**

Recommendation: Projected deficit of \$238,000. Will have amendment ready for Board Meeting on April 23, 2018. Ideas to bring in revenue. Talk with Bob Bryant about taking busses to Roscommon and picking up students. Offer financial services to other districts. Contact Rod Green for teacher/student ratios.

**B. Technology – Susan Tyer**

Recommendation: Proposal to hire Eric Sawicki and Todd Hile as HLCS employees. Our contract with Next IT expires June 30, 2018. Present to Board on April 23, 2018.

**5. Other**

Still working on Administrator/Director contracts.

**6. Adjourn**

Meeting adjourned at 8:04 AM.