

**School District of the City of Muskegon Heights**  
**Receivership Transition Advisory Board Meeting**

Wednesday, August 15, 2018  
Conference Room  
2603 Leahy St.  
Muskegon Heights, MI 49444

**MINUTES**

**I. Call to Order**

Chair Michael Wrobel called the meeting to order at 4:06p.m.

**A. Roll Call**

Members Present – 4

Patrice Johnson (via phone)

Dale Nesbary

John Schrier

Michael Wrobel

Members Absent – 1

Clinton Todd (arrived 4:16p.m.)

One RTAB member participated via phone as provided in Article IV, Section 5 of Board Resolution 2016-2. A quorum was present.

**B. Approval of Minutes**

Motion by Mr. Schrier to approve the draft minutes of the July 18, 2018 meeting as presented. Motion moved and seconded by Dr. Nesbary. The RTAB approved the minutes as presented.

**II. New Business**

**A. News and Updates**

Chair Wrobel provided an update on the status of the RTAB noting resolutions to possibly dissolve the RTAB have been postponed for the immediate future.

Reasons cited included the System budget and a separate matter to be discussed later in the meeting.

## **B. Monthly Reports**

### **i. Liabilities Report**

Mr. Lewis reported no changes in liabilities since the previous report.

### **ii. Cash Flow Projections**

Mr. Lewis reviewed the District's projected monthly one-year cash flow report noting a bill for property insurance arrived later than expected. Mr. Lewis reported no major cash flow concerns.

### **iii. Comparison of Budgeted Revenue and Expenditure to Actual**

Mr. Lewis reported FY 2017-18 included small changes due to end of year adjustments and is expected to end with a surplus general fund balance. FY 2018-19 was also included in the packet, but no major revenues or expenditures have occurred so far in the fiscal year.

## **C. Letter from System Board**

Chair Wrobel read a letter addressed to himself, but referencing information to be shared with the RTAB, from the System superintendent addressing the use of gifts cards as a method of employee appreciation. Mr. Todd arrived at 4:16p.m. during the reading. Chair Wrobel reported the actions described in the letter were a violation of school code which is enforced by the Michigan Department of Education (MDE). Both the System and MDE have been notified to resolve the issue. Dr. Nesbary agreed with the recommendation not to seek dissolution of the RTAB while the issue is outstanding. Other areas of the letter regarding substitute retention were discussed by RTAB members. Chair Wrobel noted that retaining substitutes is an issue for many urban school districts and is difficult to solve.

## **III. Old Business**

### **A. Appointing Trustee to System Board of Directors**

RTAB members were provided with application materials for the System Board of Directors. Chair Wrobel asked if any there were any questions on the candidates. Hearing none, the RTAB approved resolution 2018-1 by voice vote appointing

Rufus “Garland” Kilgore to fill the vacancy on the system board created by the expiration of Marvin Nash’s term commencing August 20, 2018.

**IV. Public Comment**

None

**V. Adjournment**

There being no further business, Chair Wrobel adjourned the meeting at 4:25p.m.