



# Mill Levy Override Oversight Committee

## MEETING NOTES

January 17, 2023      6:00-7:30 p.m.      @ WebEx & Chief of Operations Office (Hybrid)

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**Members present:** Nicole Uebel (V), Dierdre Aden-Smith, Lyman Kaiser (V), Jan Rennie (V)  
Christine Roehler

**Members absent:** Cynthia Bernard, Ayla Bertetto, Jerry Carney, Jacqueline Dowds-Bennett, Erin Hobson, Chip MacEnulty, AJ Mangum, Karen Petersilie, Joseph Shelton, Jay Smith, Vickie Tonkins, Dan Yaciuk

**Guests attending:** Dr. Brandan Comfort, Area Superintendent  
Ken Davis, Former MLOOC Chairman

**Ex-Officio members present:** Kris Odom, Kim Gilstrap

\*Note: (V) = Virtual Attendee

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### Preliminary Items:

1. Welcome and Introductions:  
Chairman Uebel called the meeting to order at 6:03 pm. And introduced the new member, Christine Roehler
2. Approval of the Agenda:  
Tonight's agenda was unanimously approved.
3. Approval of the Meeting Notes (11/15/22):  
The meeting notes from November's meeting were also unanimously approved.

### Action Item:

There are no action items at this time.

### Non-Action Items:

4. Guest, Dr. Brandan Comfort Area Superintendent; Discuss Social Worker placement within PIP 2017-1: Comprehensive Student Support Model:  
"Does the MLO PIP allow the placement of a Social Worker in place of a Counselor?" This was the question at hand, which was originally addressed by Area Superintendent, Dr. Brandan Comfort, in reference to the need at Buena Vista Elementary School. Dr. Comfort was able to answer all questions, for clarification and verified that Buena Vista ES is currently the only school using that model, due to the shortage of counselors. All attendees were in agreement that the intention of the PIP was to allow this, as needed. It was also expressed that counselor availability will take priority at the Middle School or High School levels, to avoid this situation at those levels, hopefully keeping Social Workers at the elementary level.
5. Review Governance Plan changes and set a timeline for presentation to BOE:  
Chairwoman Uebel stated that she sent an email to the committee, with some suggested language changes and/or an addendum, to include an attendance policy. However, she received only one response. Ms. Aden-Smith stated that she reviewed meeting notes from a 2018 MLOOC meeting when this topic was last presented to the committee, at which time it was decided no changes would be made. Chair Uebel mentioned specific members and the lack of attendance, for whom there should be some communication of absence and when a number of missed meetings occurs, without that communicated notice, dismissal should be in order. Mr. Davis provided some additional fact-based suggestions, including notification to the Board of Education, with an update on the number of members. Then, going forward, provide them with the status of the MLOOC and funded projects, each year, in May. Therefore, Chairwoman Uebel indicated she will prepare a presentation to the BOE and let Ms. Odom know when she would like to appear, to possibly have the item added to the Board agenda.

6. Follow-up/Discuss Recommendations from all members on Assessment items 4 (meet with PIP owners 2 times each school year) and 8 (Revisit process of KPIs for each PIP):  
It was determined that our PIP owners have not been asked for KPIs this year and a new process may need to be established, to provide more descriptive and adequate updates. Former Chairman Davis stated an across-the-board template will not work for all PIPs. They each have their own dynamics and would be difficult to bring the process up to where it needs to be. He offered to work with district staff (PIP owners), MLO committee members and Chairwoman Uebel to establish a process for a more informative KPI process and format.
7. Chief Operations Officer – District Update:  
Ms. Odom stated the 4 items, for which she would like to provide an update to the committee. First, she referred to the most recent board meeting, where another committee chair appeared and presented progress, which benefits the district and our students, through completed projects funded by that committee. She had one image to display and spoke to it for less than the allotted 3 minutes. Ms. Odom shared the idea that this would also be a good way to put the MLO in front of the public, for awareness, as a “Bright Spot”. The second item is to inform the committee of the 2 recent Charter school applications, on which the Board of Education has not yet voted. However, she does anticipate that to be finalized in the coming 4 weeks. These 2 charters would collectively bring approximately 1,000 students, with the possibility of a third charter, for which we have no student count, to date. Third, she announced the vacancy fund balance and the amount on the table, with that. Ms. Odom is working with Laura Hronik, Executive Director of Finance, to determine the best process for the determination of allocations. Last but not least, Ms. Odom spoke to the topic of declining enrollment and the impact it will have on district funding, beginning with next year. She wanted the committee to be aware of some budget reallocations, that will take place to ease the hit in various areas of the district.
8. Allocation of the newest Inflationary Adjustment:  
Ms. Odom reminded the committee of the board-approved 3.5% increase, resulting in a \$1.6 million inflationary adjustment. She has suggested that the contingency might now hold these funds, as there are no longer bonds that require funding. For the remainder of this fiscal year, those funds could be spent as one-time funding to for projects like the Mitchell Promise, Universal Pre-K and curriculum needs. Going forward these funds will be recurring and allocation will be established for next fiscal year. She closed that discussion with the ask that the committee may consider keeping a set amount of funds in a contingency fund account, as a sort of emergency fund.
9. Mid-Year Budget Modifications:  
Ms. Odom continued to say that there were unspent MLO funds, from Food & Nutrition Services of \$490,000, \$1.7 million resulting from the financial audit, in addition to the \$1.6 million, bringing the total to \$3.9 million added to the budget. Ideally, those funds would be used for one-time needs, by the end of this fiscal year. However, any of those unspent funds will roll over to next year’s budget.
10. MLO Unspent Funds Balance and Allocation:  
As the discussion went on, ideally, these unspent funds may go to Curriculum, a contingency fund and/or the amendment items, as discussed. If this isn’t acceptable to the committee or is not in alignment with MLO guidelines, it would then go out to the PIP owners, in much the same fashion as the Fund Balance process, with a much quicker turn-around time.
11. PIP Review Inventory & Tracking:  
We ran out of time, and this was not reviewed.
12. Future Agenda Items:  
Sarah Carlson, Director of Early Childhood will be invited to explain the UPK program and how additional funding from the MLO will be beneficial. Follow-up on KPI process. Follow-up on amendments.

Adjournment:

The meeting ended at 7:48 pm.

Next Meeting:

Tuesday, January 17, 2023

6:00 pm

D11 Admin. Building Boardroom/Webex