

**EUP School Business Officials
Friday, January 19, 2024
EUPISD
10:00 am**



10:00-10:15 Welcome & District Updates

10:15-11:15 Subcommittee Breakouts

Business Manager

Tri-County Superintendent's Update

- **Emergency operations plans should be updated and shared with law enforcement. Designate clear roles/duties for those involved in the plan.**
 - **Prioritize paying bills relating to safety (i.e. fire alarms) so that service isn't discontinued.**
- **LSSU will announce new president at February meeting.**
- **BMCC is up 27% in enrollment.**
- **Special education**
 - **Superintendents are revising our special ed plan to allow for greater flexibility in staffing requirements. The goal is recruitment/retention of special education staff.**
- **Mentoring is an issue – we have more new teachers that need mentors than we do experienced staff who can serve as mentors.**
- **Hotspots – the current COVID pricing for districts that had hotspots is ending at the end of January. Jason is working with districts to determine which districts would like to continue hotspot service. Technology will do a regional bid to get regional pricing. Each local district will have their own account so that the district can turn the hotspots on/off as needed.**
- **Distance learning – most of the equipment has been delivered. Installation will take place in February.**
- **REMC – in April, we should have pricing on what computers will cost for the following 6 months. If you have computer needs, let us know by early May.**
- **E-rate has a bid out until February. If it gets approved, the ISD will no longer be the provider.**
- **Wifi is available on buses. If you want it, coordinate with Jason.**
- **Director of IT has been hired (Dusty R). He will start February 1st.**
- **Regional standards**
 - **Transportation training has been delayed until February 5th.**
 - **Note that with Frontline Applicant Tracking, applicants can only post one cover letter. They do not have the ability to post a cover letter for each position they apply for. We don't have the capacity to switch to a new software at this moment, but we hope to in the future.**
 - **Potentially looking at Red Rover software instead of AESOP for subs in the future.**
 - **Some of our districts would like to get rid of Neola policies and move to Thrun policies. For current Thrun retainer clients, one-time expenses would include \$8,000 + \$4,500 + \$1,500. Then, the annual fee is \$2,750 for updates.**
- **CTE update**

- Budgets for 24/25 are due April 1
- Starting next year, if there is a \$10,000 or 10% deviation from your original budget, a budget revision is required.
- Right now we are approving overages, but as districts continue to add programs and funds become tighter, this may not be the case in the future.
- ESSER III LEA Plans for Use of Funds can be edited in Nexsys. Once you update your LEA Plan for Use of Funds, it needs to be posted on your transparency site. These funds end on 9/30/24. Kevin Walters is urging districts to update these now to avoid fund recapture.

Financial Strategies Conference Update

- 31 n has administrative money this year to support ISDs.
 - Tracy is almost done with Q1 invoices. She's hoping to get them out the final week of January/first week of February.
- There is a push for additional, consistent funding to support increased administrative staff to handle the increased number of grants/funding sources we've received lately.
- Regional cost spreadsheet will be sent out soon that summarizes all items that the ISD charges to local districts.
- 221 (Gen Ed Transportation) on state aid report. Adjusted amounts will come out on March/April report. FY 24 data will be factored into the updated payments. We have reached out for clarification on whether we need expenditures with a matching grant code. TBD.
- 271 (Educator Compensation) on state aid report – per Chris May, you will need expenditure accounts with the matching grant code. If your teachers received an increase going into FY 24 (i.e. steps, percent increases), this is a qualified expenditure and you can use 271 to offset this cost. Giving your staff a bonus is also an option. MDE cautions not to use this money to increase your salary schedule further.
- There are new teacher evaluation standards.
- Economic outlook – no recession predicted as of now.
- There were a lot of late FID submissions this year. Make sure to cross-train within your district as much of this is a result of turnover.
- After July 1, 2024, new hires will default into the Pension Plus 2 (DB) plan.
- Expect the governor's budget by the end of the 1st week in February, the Senate budget by spring break, and the house budget by May.
- Website that has a list of Public Acts taking effect soon: <https://voterveice.net/MASB/home>
- There is a school infrastructure study going on. Most districts in the state are participating. It is focused on health, safety, and wellness.
- Union dues deductions through payroll – allowed again after February 13th. Mandating a public employee to pay union dues violates their first amendment right. You can't mandate them to pay – they MUST have the option. Get a signed authorization form from each employee that wants to have union dues deducted from their paycheck.
- The new teacher placement/layoff/recall rules only apply to certified teachers.
- 147f (one-time funding) categorical on state aid – remove this from your FY 25 budget since it is one time funding.

- **Recruitment/retention – in today’s market, hire for attitude and train for skills. Create employee referral programs. Allow for remote/hybrid, if possible. Job hopping is no longer a stigma/viewed negatively.**
- **Set Seg property/casualty insurance – Set Seg will be sending out property verification forms in early February. Make sure your district responds so that the information is updated/accurate. Make sure to include owned AND leased buildings.**
- **New GASB 101 rules (compensated absences) go into effect for FY 25.**

Medicaid Compliance Update

- **Andrea is still working on audits for the Sault and the Learning Center, but everyone else has been found to be in compliance.**

CTE - Reimbursement Requests / Transportation Calculations / 2024-25 Budgets

- **Does everyone use the same Excel template to calculate your cost of CTE transportation?**
 - **Yes.**

Van Purchases – How to code? Allowable on SE 4096?

- **Can’t report van purchases on SE 4096 (we can only report depreciation on buses, NOT vans). Would be best to NOT code this to the 122 function code to ensure you don’t pull this in on your 4096.**
- **Pupil Accounting Update**
- **In the middle of desk audits and field audits.**
- **Other**
- **Purchasing cutoff dates – what dates do our local districts use?**
 - **ISD cut off is mid-May.**
 - **Some districts use mid-May to early-June, depending on the vendor (i.e. Amazon vs. large equipment purchase).**
- **Districts who are part of the consortium-wide ARP Homeless grant – Tracy will be requesting a revised budget due to receiving additional funding. Expenditure deadline date is 9/30/24.**

Payroll/Benefits/HR/AP

W2’s – Creating Electronic Files / ACA / 1095’s
Disability Payments
1099’s

11:15-12:00 Subcommittee Report Back

3% HCC and 941x – Private Letter Ruling Update

E-Rate Consortium – USF Update & Grant Application Submission

- **There is an RFP out right now through the end of February.**
- **Record the full revenue and the full expense.**

Tips and Tricks

- **Running a detail distribution detail report excluding re-distributions:**
 - **Hover over “distribution type” at the bottom. Enter an = (equal) sign and the report will not pull in re-distributions.**

SAVE THE DATE

Group Solutions (Current Issues) – February 22
Somerset Inn, Troy

Group Solutions (Human Resources) – February 28
MSBO, Lansing

MSBO Annual Conference – April 23-25
Amway Grand, Grand Rapids

UPCOMING DUE DATES

Excess Cost – 01/26/24
 Impact Aid Grant Application – 01/31/24
 1099 / W2 / 1095C – 01/31/24
 CTE 2024-25 Budgets – 04/01/24