

Regular Meeting  
Monday, October 26, 2020 7:00 PM

Central Office Conference Room  
225 Pleasant St  
Saranac, Michigan 48881

## **Agenda**

1. Call to Order \_\_\_\_\_
2. Pledge of Allegiance
3. Approval of Minutes
4. Additions, Deletions & Modifications to the Agenda
5. Reconfirmation Meeting
6. Comments from Guests - Agenda Items
7. Action Items
  - a. Reconfirmation Meeting for November, 2020
  - b. Updated Graduation Policy
8. Reports/Presentations
  - a. Audit Review - FY 2019-2020
  - b. Support Staff Leave of Absence
  - c. Superintendent Goals
  - d. Neola Policy - Update
9. Comments from Guests - Non Agenda Items
10. Superintendent's Report
11. Board Requests/Reports
12. Communications
13. Closed Session for Negotiation Purposes
14. Other
15. Adjournment \_\_\_\_\_

Saranac Community Schools  
 Board of Education  
 Meeting #5

The regular meeting of the Saranac Community Schools Board of Education was held on Monday, October 12, 2020 in the Conference Room, Saranac Central Office, 225 Pleasant Street, Saranac, MI.

President, Sarah Doll called the meeting to order at 7:00 p.m.

Present: Courtney, Doll, Elliott (Via Zoom), Hawkins, Jackson, Price & VanKuiken.

Kevin Courtney led in the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Minutes from regular meeting dated September 14, and Special Meeting dated September 28, 2020 was approved as presented.

**ADDITIONS, DELETIONS & MODIFICATIONS TO THE AGENDA:** Superintendent Jason Smith would like to add “Comments from Guests regarding agenda items” that was inadvertently omitted from the agenda.

**COMMENTS FROM GUESTS – AGENDA ITEMS:** The board received public comment via zoom

**TREASURER’S REPORT:** The Treasurer’s Report for September was approved as presented.

**ACCEPT GIFTS:** Motion by Hawkins, supported by VanKuiken that the Saranac Board of Education accept the gifts as listed below totaling \$3,566.50 for the months of September & October as presented.

Roll Call Vote: Yes Votes: Courtney, Doll, Elliott (Via Zoom), Hawkins, Jackson, Price and VanKuiken. Motion Carried.

To:	Donation for:	Amount
Football Program	Donation	\$ 1,000.00
Classroom Supplies	Donation	\$ 100.00
Laptop Computers	Donation	\$ -
Covid 19 Supplies	Donation	\$ 500.00
Masks for kids	Donation	\$ -
Saranac Promise	Donation	\$ 97.50
Saranac Promise	Donation	\$ 400.00
Saranac Promise	Donation	\$ 150.00
Saranac Promise	Donation	\$ 200.00
Saranac Promise	Donation	\$ 50.00
Saranac Promise	Donation	\$ 100.00
Saranac Promise	Donation	\$ 69.00
Saranac Promise	Donation	\$ 500.00
Saranac Promise	Donation	\$ 100.00

Saranac Promise	Donation	\$ 200.00
Saranac Promise	Donation	\$ 100.00
Total This Month		\$ 3,566.50
Total Gifts for 2020-2021 Including This Month		\$ 3,566.50

**BILLS PAID:** Motion by Price, supported by Courtney that the Saranac Board of Education approve the bills paid from General Fund for September & October in the amount of \$625,393.60 as presented.

Roll Call Vote: Yes Votes: Doll, Elliott (Via Zoom), Hawkins, Jackson, Price and VanKuiken. Motion Carried.

**APPROVE SUPERINTENDENT’S CONTRACT:** Motion by VanKuiken, supported by Courtney that the Saranac Board of Education approve the Superintendent’s Contract from July 1, 2020 to June 30, 2023 as presented.

Roll Call Vote: Yes Votes: Courtney, Doll, Elliott (Via Zoom), Hawkins, Jackson, Price and VanKuiken. Motion Carried.

**GRADUATION DAY:** Old board policy 7640 Graduation Exercises states, “Graduation ceremonies will take place on the first Sunday that follows Memorial Day.” Jr/Sr High Principal, Josh Leader would like the board to consider changing board policy to allow the administrators to set a time and date for graduation one-year in advance. The graduation date will stay the same for June of 2021. There was much discussion from everyone. This will come back for action in early June or July 2021 to set the date for graduation in the year 2022.

**REVIEW EMERGENCY OPERATIONS PLAN:** Superintendent, Jason Smith presented this plan, which needs reviewing by the board every year.

**COMMENTS FROM GUESTS – NON-AGENDA ITEMS:** None

**SUPERINTENDENT’S REPORT:** Mr. Smith reported the audit would be presented at the next meeting. They have received one bid on the generator and have reached out to three different companies. Mr. Smith will be meeting with coaches and parents to try to have a modified Homecoming for next week. He would like to have some discussion in the future regarding the Mascot and get direction from the board. There is some clarification on the Open Meetings Act regarding holding board meetings via zoom. The unaudited student count was 873. We budgeted for a 20-student decline, so we are right on with this number. Mr. Smith has S.E.S.A. negotiations on Thursday.

**BOARD REQUESTS/REPORTS:** A board member is looking into solar energy for the school.

A board member asked if the school is tracking students and staff who are out sick if it is possibly be COVID related.

A board member suggested looking into the eligibility requirements for athletics.

**COMMUNICATIONS:** Superintendent, Jason Smith reported that Teri Bergy became a grandma last Friday and welcomed a new grandson.

**OTHER:** None

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 7:53 p.m.

Respectfully submitted,

Ted VanKuiken  
Secretary

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Extended Learning Plan-Reconfirmation for November 2020

Every month we need to conduct a reconfirmation meeting for the Extended COVID-19 Learning Plan which is required every 30 days after initial plan approval.

Suggested Resolution

I move that the Saranac Board of Education approve the Extended COVID-19 Learning Plan Reconfirmation meeting for November as presented.

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

Discussion: Yes \_\_\_\_\_ No \_\_\_\_\_

Approved/Denied: Yes \_\_\_\_\_ No \_\_\_\_\_

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Graduation Policy

At the last meeting, the Board and Administrators discussed making a change to the graduation/commencement policy. This will be presented at the May board meeting and approved at the first board meeting in June to set the date for the following year. The date will be 1-week prior to, or post-Memorial Day.

Suggested Resolution

I move that the Saranac Board of Education accept/deny the graduation/commencement policy change as presented.

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

Discussion: Yes \_\_\_\_\_ No \_\_\_\_\_

Approved/Denied: Yes \_\_\_\_\_ No \_\_\_\_\_

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: 2019-2020 Annual Audit Review

Our annual audit is almost completed and Steve Thompson from BHT&D (Biggs, Hausserman, Thompson & Dickenson) will be presenting the findings by his staff. I want to thank Jammie Sprank, Finance Director, and the business office personnel for all of their hard work and continual efforts in providing exceptional service for our staff. Mr. Thompson will be bringing the financial audit information to the meeting to review with the Board.

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Leave of Absence – Support Staff

We have a SESA staff member requesting a leave of absence from her position as a classroom paraprofessional from January 4<sup>th</sup> – March 26<sup>th</sup> so that she may do her student teaching.



To: Saranac Board of Education  
From: Jason Smith  
Subject: Goals for 2020-21

Date: October 2020  
Updated will be spring 2021

## 1. **Student Achievement/Professional Development**

Strategic Plan Goal: The delivered Professional Development will be based on current research that leads to student achievement.

The implementation of a quality research based Professional Development for our staff regarding on-line learning and mental health will be critical as we work through the COVID times.

- Admin has tagged general fund dollars for added PD for on-line platforms and presenters. Grant dollars are secured for PD for virtual assessments and instructional practices.
- Admin recommended PD days to be front loaded to be best prepared for the FY21 school year
- Technology will be added and enhanced for best instructional practices and assessment.

Measure: Are PD opportunities provided for staff by staff and ISD? Are K-12 assessments delivered as needed and required? Are mental health PD's taking place and/or scheduled?

## 2. **Facilities and Environment**

Strategic Plan Goal: The district will promote a positive school environment through the maintenance of school facilities and grounds.

The district has successfully completed a bond campaign and now must see projects through completion. Priority lists need to be developed for contingency money and funds from the potential sale of the middle school.

- The district must develop a future needs list for building/grounds after bond completion.
- The district must initiate and plan for COVID federal dollars and middle school funds.
- Pro-active plan for replacement for buses and other school vehicles.

Measure: Are construction projects completed and bond dollars allocated? Are staff and community updated in regards to projects and timelines? Are priority lists completed and presented to the board?

### 3. Community Relations

Strategic Plan Goal: The district will enhance the relationship with our community through positive promotions of the district.

The administrative team has been working on this as a group. The staff must work diligently to promote the district as we move forward. The district must enhance the website and communication resources.

- The district must continue to build community/business partnerships.
- The district must develop a marketing/promotional plan to welcome outside families and community members.
- Enhance communication resources and website.
- Work to build relationships using students and student groups.

Measure: Has the districts built at least four more partnerships? Have we accessed students and student groups in marketing? Have we re-developed the website and communication resources?

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Neola Policy Updates (Aug-2020)

Policy 4362.01 – Threatening Behavior Toward Staff Members (Revised)

- The corresponding policy (Policy 3362.01) for instructional staff was revised in the Volume 34 Number 2 Update in February 2020 in response to client requests to provide more clarity to the characterization of “threatening behavior”.

This revision is recommended for adoption.

Policy 5610 – Removal, Suspension, Expulsion, and Permanent Exclusion of Students (Revised)

Policy 5611 – Due Process Rights (Revised)

- Revisions to these 2 policies provide for the use of the “Preponderance of Evidence” standard of evidence in determination of student discipline. This standard is consistent with the standard of evidence that has been applied in the Nondiscrimination and Anti-Harassment policies in effect. In addition “Retention of Investigatory Records” has been added to both policies.

These revisions are recommended for adoption.

Policy 7440 – Facility Security (Revised)

- This policy has been revised in response to Public Act 2020-45 (effective June 1, 2020), which authorizes the Superintendent to install temporary door locking devices when deemed necessary. The law requires notification and approval of local fire department and law enforcement agencies, as well as the training of staff working in the building where such devices are used.

This optional language should be adopted if such a device or system is to be used.

Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs and Activities overview and comments

- Nondiscrimination on the Basis of Sex in Education Programs and Activities is a replacement policy for Policy 5517.02, which is being eliminated. Policy 2266 is a mandatory policy that memorializes the key requirements of the new Title IX regulations that the U.S. Department of Education, Office for Civil Rights (“OCR”) released on May 6, 2020. The new regulations go into effect on August 14, 2020, which means that public school districts must follow its mandates when addressing, investigating and adjudicating allegations of sexual harassment occurring in the district’s education program and activities that the district received notice of on or after August 14. It is expected that districts will need to certify/affirm their compliance with Title IX and these new implementing regulations when applying for and receiving federal funds related to the 2020-2021 school year.