

Regular
Monday, December 14, 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. Review Confirmation Meeting - January
6. Comments from Guests - Agenda Items
7. Action Items
 - a. Approve the confirmation Meeting - January
 - b. Accept Gifts
 - c. Pay Bills
 - d. Approve NEOLA policies
 - e. Set Board Organizational Meeting Date
 - f. Approve S.E.S.A. Contract
 - g. Facility Use Addendum
8. Reports/Presentations
 - a. Discipline Data
 - b. McKinney Vento Data
 - c. Board Meeting Dates - 2021
9. Comments from Guests - Non Agenda Items
10. Superintendent's Report
11. Board Requests/Reports
12. Communications
13. Other
14. Adjournment _____

Saranac Community Schools
Board of Education
Meeting #7

The regular meeting of the Saranac Community Schools Board of Education was held on Monday, November 9, 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, Hawkins, Jackson, Price.
Mr. VanKuiken came in late to the meeting.

President, Sarah Doll appointed Kirk Jackson as Secretary Pro-Tem in the absence of Ted VanKuiken.

David Price led in the Pledge of Allegiance.

APPROVAL OF MINUTES: Minutes from regular meeting dated October 26, 2020 was approved with one correction. Under “Graduation Day”, Mr. Price would like the sentence to say, “*At the last meeting, the Board and Administration discussed making a change to the graduation/commencement policy. ~~which will~~ 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.*”

ADDITIONS, DELETIONS & MODIFICATIONS TO THE AGENDA: Superintendent, Jason Smith would like to add Treasurer’s Report for October to the agenda.

RECONFIRMATION MEETING: Superintendent, Jason Smith reported every month we are required to hold a reconfirmation meeting on the Extended COVID-19 Learning Plan. We have to show how we are delivering instruction and if anything has changed anything. This was the reconfirmation meeting for December 2020.

TREASURER’S REPORT: The board reviewed the Treasurer’s Report for October.

COMMENTS FROM GUESTS – AGENDA ITEMS: None

EXTENDED LEARNING PLAN-RECONFIRMATION FOR DECEMBER 2020: Motion by Hawkins, supported by Jackson and unanimously approved that the Saranac Board of Education approve the Extended COVID-19 Learning Plan Reconfirmation meeting for December as presented.

ACCEPT GIFTS: Motion by Elliott, supported by Courtney and unanimously approved that the Saranac Board of Education accept the gifts as listed below totaling \$2,742.39 for the months of October & November as presented.

To:	Donation for:	Amount
Saranac Promise	Donation	\$ 1,000.00
Saranac Promise	Donation	\$ 53.19
Saranac Community Schools	Donation of Facemasks	\$ -

Saranac Promise	Donation	\$ 244.20
Saranac Athletic Department	Donation	\$ 50.00
Saranac Promise	Donation	\$ 300.00
Steven Simpson Scholarship	Donation	\$ 200.00
Saranac Community Schools	Donation of Wood Chips	\$ -
Saranac Homecoming	Donation for Spirit Week/Homecoming	\$ 300.00
Saranac Homecoming	Donation for Spirit Week/Homecoming	\$ 300.00
Saranac Promise	Donation	\$ 97.50
Saranac Community Schools	Donation for Homecoming Week	\$ 50.00
Saranac Community Schools	Donation for Homecoming Week	\$ 50.00
Saranac Community Schools	Donation for Homecoming/Sashes	\$ -
Saranac Promise	Donation	\$ 97.50
Total This Month		\$ 2,742.39
Total Gifts for 2020-2021 Including This Month		\$ 6,308.89

LEAVE OF ABSENCE – SUPPORT STAFF: Motion by Price, supported by Jackson and unanimously approved that the Saranac Board of Education approve the request for Leave of Absence as a Classroom Paraprofessional from January 4th – March 26th, 2021 as presented.

PAY BILLS: Kirk Jackson abstained from voting because of bill paid to him.

Motion by Hawkins, supported by Elliott that the Saranac Board of Education approve the bills paid from General Fund for October & November for \$827,100.28 as presented. Roll Call Vote: Yes Votes: Doll, Courtney, Elliott, Hawkins & Price. Motion Carried.

NEOLA POLICY UPDATE (AUG-2020): Superintendent, Jason Smith presented the latest updates to NEOLA. This will be brought back at the December 14 meeting for approval.

BOARD MEETING DATES – 2021: Superintendent, Jason Smith presented the board meeting dates for calendar year 2021. We need to set the first date in December for our organizational meeting in January. Mr. Smith suggested we change meeting dates to the 3rd Monday of the month instead of the second Monday. The months we have two meetings would be the 1st and 3rd Mondays.

COMMENTS FROM GUESTS – NON-AGENDA ITEMS: The board received comments from guests via zoom.

SUPERINTENDENT’S REPORT: Mr. Smith reported we still have two teaching positions open. We do have a long-term substitute set to start after Winter Break who is finishing his special education degree. We will have a retirement at Winter Break we will be posting soon for this position.

We have received two quotes on a generator, and will be reviewing those.

We received great feedback on the survey sent out on “Work from home on Wednesdays”.

Mr. Smith presented attendance information to compare FY 20 and FY 21.

Mr. Smith reported as of right now we will only allow our community members to use our facilities and not anyone from outside our community at this time because of COVID-19.

Mr. Smith and Mr. Richter are evaluating our snow removal equipment some of it is in poor condition.

We have signed an agreement with a new Social Worker; Mr. Matt Austin will be helping on Fridays.

Congratulations to our Cross Country Team and Football Team for a successful season.

Mr. Smith gave a COVID update. Mr. Bowen from the Ionia County Health Department will be at the December board meeting to answer questions that the board, staff or community members may have.

BOARD REQUESTS/REPORTS: A board member asked if we have heard from Consumers Energy regarding if the grant received was an efficient project.

Mr. Smith put an ad in the Shopper's Guide from the school district thanking our veterans, David Price, Kirk Jackson and Bob Naylor.

COMMUNICATIONS: Mr. Matt Stauffer and his wife welcomed a baby girl over the weekend.

CLOSED SESSION FOR NEGOTIATION PURPOSES: Motion by Hawkins, supported by Jackson that the Saranac Board of Education go into closed session at 8:03 p.m. for the purpose of negotiations planning returning to open session at 8:07 p.m. Roll Call Vote: Voting Yes: Courtney, Doll, Hawkins, Jackson, VanKuiken, Elliott & Price. Motion Carried.

OTHER: Mr. Elliott thanked the Administration staff for all their work dealing with COVID-19.

The Jr/Sr High School are having a food drive on November 16, 17th & 19th, 20th.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 8:11 p.m.

Respectfully submitted,

Kirk Jackson
Secretary Pro-Tem

Saranac Community Schools
Finance Committee Meeting
November 17, 2020

The meeting began at 8:30 a.m. at Central Office, 225 Pleasant Street, Saranac, MI. Present: Sarah Doll, David Price, Jason Smith & Kevin Courtney

- Staffing Update– Reviewed postings – current and upcoming
- Re-confirmation Meetings – December will be for January
- Mascot – Will report during superintendent report, this will be a possible agenda item in January
- Expiring contracts for unions and non-affiliated – Will work with Finance Committee after SESA contract is approved
- Survey – Shared with the board
- One-time stipend – Agreed \$1,000 for administrators, \$500 full-time, \$250 part-time employees
- CARES money – Spent all but \$168.00 at this point
- Staffing during 3-week pause – Reviewed DHHS order and plans moving forward. Will set up Covid response committee with a board representative
- Board Meeting – 12/1 and 12/14- will be virtual

Meeting adjourned at 9:45 a.m.

Respectfully submitted,

Kevin Courtney
Treasurer

Saranac Community Schools
Board of Education
Special Meeting

A special meeting of the Saranac Community Schools Board of Education was held on Tuesday, December 1, 2020 in the Conference Room, Saranac Central Office, 225 Pleasant Street, Saranac, MI.

This meeting was held via zoom with board members.

Board President, Sarah Doll called the meeting to order at 6:02 p.m.

Present: Courtney, Doll, Elliott, Jackson, Price & VanKuiken.

Absent: Hawkins

Jason Smith led in the Pledge of Allegiance.

COMMENTS FROM GUESTS – AGENDA ITEMS: None

CLOSED SESSION FOR STUDENT EXPULSION HEARING: Motion by Price, supported by Jackson that the Saranac Board of Education go into closed session at 6:03 p.m. for the purpose of a student expulsion hearing, returning to open session at 6:20 p.m. Roll Call Vote: Yes – Courtney, Doll, Elliott, Jackson, Price & VanKuiken. Motion carried.

Motion by Courtney, supported by Elliott that the Saranac Board of Education expel the student for a period of up to 180 school days. Yes Votes: Courtney, Doll, Elliott, Jackson, Price & VanKuiken. Motion Carried.

COMMENTS FROM GUESTS – NON-AGENDA ITEMS: None

OTHER: Superintendent, Jason Smith reported that he would be meeting via zoom with the health department this week, and would update the board at that time.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 6:29 p.m.

Respectfully submitted,

Ted VanKuiken
Secretary

Saranac Community Schools
Finance Committee Meeting
December 7, 2020

The meeting began at 4:32 p.m. at Central Office, 225 Pleasant Street, Saranac, MI. Present: Sarah Doll, David Price, Jason Smith & Kevin Courtney

- Staffing Update Post JSH Teacher– Discussed JSH staffing ideas
- Re-confirmation Meetings – Reviewed information for 12/14 board meeting
- Mascot – Will report during superintendent report at the 12/14 board meeting
- Non-affiliated – Reviewed non-affiliated pay
- CKH – This will take place during March 17 & 18th professional development
- One-time stipend – This is completed
- Anything from Jason for organizational meeting – Plan for committee make-up and officers
- CARES money – Is budgeted and there is \$199,000 in bond money remaining
- Staffing during 3-week pause – Still paying
- Board Meeting – 12/14- will be virtual, we will table the Health Department presentation

Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Kevin Courtney
Treasurer

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Extended Learning Plan-Reconfirmation for January, 2021

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 January, 2021 as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Accept Gifts

Here are the latest gifts received for November & December.

To:	Donation for:	Amount
Saranac Promise	Donation	\$ 75.00
Saranac Promise	Donation	\$ 100.00
Saranac Jr/Sr & Elementary	Donation of paper	\$ 500.00
Saranac Elementary	Donation to fund tutoring program	\$ 100,000.00
Total This Month		\$ 100,675.00
Total Gifts for 2020-2021 Including This Month		\$ 106,983.89

Suggested Resolution

I move that the Saranac Board of Education accept the gifts as listed above totaling \$100,675.00 for the months of November & December as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Approval of Bills

- Bills Paid: \$807,998.68 from General Fund for November & December.

Suggested Resolution

I move that the Saranac Board of Education approve the bills paid from General Fund for November & December in the amount of \$807,998.68 as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/12/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/12/2020	63475 Accounts Payable	A PARTS WAREHOUSE		145.08
	Invoice	Date	Description		Amount
	159562	11/02/2020	Parts		145.08
Check	11/12/2020	63476 Accounts Payable	A.B. Dick Document Solutions		158.95
	Invoice	Date	Description		Amount
	33AR532098	11/02/2020	Printers		38.45
	33AR530353	11/02/2020	JSH Copier Supplies		120.50
Check	11/12/2020	63477 Accounts Payable	BATH HIGH SCHOOL		775.00
	Invoice	Date	Description		Amount
	100-2021	11/02/2020	CMAC Dues		775.00
Check	11/12/2020	63478 Accounts Payable	BEECH, DANA		375.00
	Invoice	Date	Description		Amount
	JS1192020	11/02/2020	Mental Health Conseling		375.00
Check	11/12/2020	63479 Accounts Payable	Bolt , Dawn		200.00
	Invoice	Date	Description		Amount
	JS1192020	11/02/2020	ES Teaching Supplies		200.00
Check	11/12/2020	63480 Accounts Payable	CATRELL, MIKE		320.00
	Invoice	Date	Description		Amount
	JS10302020	11/02/2020	Cell Phone Reimbursement July-Oct		320.00
Check	11/12/2020	63481 Accounts Payable	CDW GOVERNMENT, INC.		5,331.00
	Invoice	Date	Description		Amount
	36727184	11/02/2020	Subscription License		5,331.00
Check	11/12/2020	63482 Accounts Payable	CRYSTAL FLASH ENERGY		1,577.71
	Invoice	Date	Description		Amount
	2897360	11/02/2020	Diesel Fuel		490.61
	2897370	11/02/2020	Unleaded Gas		1,087.10
Check	11/12/2020	63483 Accounts Payable	ENGINEERED PROTECTION SYSTEMS		216.30
	Invoice	Date	Description		Amount

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/12/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
					216.30
Check	11/12/2020	63484 Accounts Payable	Quarterly Monitoring-ES Four Health Family Resource Center Inc.		50.00
			Invoice	Date	Amount
					50.00
Check	11/12/2020	63485 Accounts Payable	Bridging The Gap Contract Services Gallagher Uniform		321.22
			Invoice	Date	Amount
					105.34
					110.54
					105.34
Check	11/12/2020	63486 Accounts Payable	Towels & Uniforms Garn , Kristine		16.75
			Invoice	Date	Amount
					16.75
Check	11/12/2020	63487 Accounts Payable	ES Spec Ed Teaching Supplies Grand Ledge High School		200.00
			Invoice	Date	Amount
					200.00
Check	11/12/2020	63488 Accounts Payable	XC Invite Fee Granger		27.79
			Invoice	Date	Amount
					27.79
Check	11/12/2020	63489 Accounts Payable	Curby Recyclers GreatAmerica Financial Services		1,112.26
			Invoice	Date	Amount
					1,112.26
Check	11/12/2020	63490 Accounts Payable	Color Printers HOUSTON, KEITH		142.60
			Invoice	Date	Amount
					142.60
Check	11/12/2020	63491 Accounts Payable	JSH Teaching Supplies Hudl		600.00
			Invoice	Date	Amount
					600.00
Check	11/12/2020	63492 Accounts Payable	INV01001116 Girls Varsity Basketball Subscription Hurst Mechanical		10,733.00

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/12/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice		Date	Description	Amount
	7516492		11/02/2020	Preventative Maintenance	10,733.00
Check	11/12/2020	63493 Accounts Payable		IONIA COUNTY SHOPPER'S GUIDE	67.20
	Invoice		Date	Description	Amount
	1000-4104		11/02/2020	Transportation Ad	67.20
Check	11/12/2020	63494 Accounts Payable		IVYREHAB MICHIGAN, LLC	400.00
	Invoice		Date	Description	Amount
	JS1162020		11/02/2020	Athletic Training Services	400.00
Check	11/12/2020	63495 Accounts Payable		Johnson Controls	435.60
	Invoice		Date	Description	Amount
	87072373		11/02/2020	Service Performed on the 4002 System-ES	435.60
Check	11/12/2020	63496 Accounts Payable		JORGENSEN, MAUREEN	8.83
	Invoice		Date	Description	Amount
	JS1122020		11/02/2020	ES Teaching Supplies	8.83
Check	11/12/2020	63497 Accounts Payable		KSS Enterprises	673.96
	Invoice		Date	Description	Amount
	1252444-1		11/02/2020	Safety Glasses-Covid	29.26
	1257206-1		11/02/2020	Disinfect Wipes-Covid	545.00
	1260458		11/02/2020	Covid Supplies	56.70
	1264129		11/02/2020	Covid Supplies	43.00
Check	11/12/2020	63498 Accounts Payable		LANSING SANITARY SUPPLY, INC.	60.84
	Invoice		Date	Description	Amount
	1099847-1		11/02/2020	Custodial Supplies	60.84
Check	11/12/2020	63499 Accounts Payable		Les's Sanitary Service	630.00
	Invoice		Date	Description	Amount
	17024-1120		11/02/2020	Trash Removal	630.00
Check	11/12/2020	63500 Accounts Payable		McElvain , Amy	50.00
	Invoice		Date	Description	Amount
	JS1122020		11/02/2020	MIVCA Membership	50.00

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/12/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	11/12/2020	63501 Accounts Payable	MCGEE, AMY		292.50
	Invoice		Date	Description	Amount
		JS1122020	11/02/2020	SEF Grant	292.50
Check	11/12/2020	63502 Accounts Payable	MENARDS-IONIA		43.74
	Invoice		Date	Description	Amount
		25190	11/02/2020	Maintenance & Covid Supplies	24.79
		25411	11/02/2020	Maintenance Supplies	18.95
Check	11/12/2020	63503 Accounts Payable	METS		8,283.22
	Invoice		Date	Description	Amount
		16350	11/02/2020	Salaries & Fees	8,283.22
Check	11/12/2020	63504 Accounts Payable	Michigan Supply Company		103.60
	Invoice		Date	Description	Amount
		413937-00	11/02/2020	Maintenance Supplies	103.60
Check	11/12/2020	63505 Accounts Payable	NAPA AUTO & TRUCK PARTS		292.47
	Invoice		Date	Description	Amount
		877229	11/02/2020	Supplies & Parts	100.88
		877398	11/02/2020	Parts	57.24
		877547	11/02/2020	Parts	29.76
		877849	11/02/2020	Parts	48.23
		878265	11/02/2020	Parts	56.36
Check	11/12/2020	63506 Accounts Payable	OTTAWA AREA ISD		4,960.00
	Invoice		Date	Description	Amount
		17064	11/02/2020	MVU Consortium Purchase	4,960.00
Check	11/12/2020	63507 Accounts Payable	PCMI		20,771.69
	Invoice		Date	Description	Amount
		71974	11/02/2020	Sub Salaries & Fees	3,557.04
		72101	11/02/2020	Salaries & Fees	17,214.65
Check	11/12/2020	63508 Accounts Payable	PIONEER MANUFACTURING COMPANY		19.50
	Invoice		Date	Description	Amount

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/12/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	INV772433		11/02/2020	Field Paint Sprayer Parts	19.50
Check	11/12/2020	63509 Accounts Payable	Plummers Waste Group		285.00
	Invoice		Date	Description	Amount
	154013		11/02/2020	Cabled JSH Office Bathroom	285.00
Check	11/12/2020	63510 Accounts Payable	REALLY GOOD STUFF, LLC		302.06
	Invoice		Date	Description	Amount
	7454094		11/02/2020	T Howe SEF Grant	302.06
Check	11/12/2020	63511 Accounts Payable	RICHTER, ROBERT		160.00
	Invoice		Date	Description	Amount
	JS1122020		11/02/2020	Cell Phone Reimbursement July-Oct.	160.00
Check	11/12/2020	63512 Accounts Payable	SARANAC COMMUNITY SCHOOLS		800.00
	Invoice		Date	Description	Amount
	JS11102020		11/02/2020	Cash Box Money	800.00
Check	11/12/2020	63513 Accounts Payable	SCHOOL SPECIALTY INC.		191.80
	Invoice		Date	Description	Amount
	208126441736		11/02/2020	T Howe SEF	191.80
Check	11/12/2020	63514 Accounts Payable	SCOTTY'S REAL PRO AUTO		707.00
	Invoice		Date	Description	Amount
	0050060		11/02/2020	Mount & Balance Four Tours-Ford Van	707.00
Check	11/12/2020	63515 Accounts Payable	SERVICE REPRODUCTION COMPANY		15.96
	Invoice		Date	Description	Amount
	408064		11/02/2020	JSH Teaching Supplies	15.96
Check	11/12/2020	63516 Accounts Payable	The Math Learning Center		4,173.00
	Invoice		Date	Description	Amount
	Ba63802-IN		11/02/2020	S Smith Order-SEF	4,173.00
Check	11/12/2020	63517 Accounts Payable	THRUN LAW FIRM, P.C.		47.00
	Invoice		Date	Description	Amount
	265293		11/02/2020	Legal Services	47.00

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/12/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	11/12/2020	63518 Accounts Payable	West Michigan International		178.42
	Invoice		Description		Amount
	X101205451:01	11/02/2020	Parts		97.84
	X101205834:01	11/02/2020	Parts		80.58
Check	11/12/2020	63519 Accounts Payable	WESTERN TEL-COM, INC.		5,540.00
	Invoice		Description		Amount
	034160	11/02/2020	Labor & Material to Repair Internet		3,335.00
	034161	11/02/2020	2 Man Crew to Repair Internet		2,205.00
Check	11/12/2020	63520 Accounts Payable	WINZER CORPORATION		349.78
	Invoice		Description		Amount
	6737398	11/02/2020	Transportation Supplies		349.78
Check	11/12/2020	63521 Accounts Payable	Wrecker's Sports		320.00
	Invoice		Description		Amount
	JS11102020	11/02/2020	Athletic Face Masks		320.00
GF CHECKING General Fund Checking Totals:			Transactions: 47		\$72,465.83
Checks:	47		\$72,465.83		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/12/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/12/2020	63522 Accounts Payable	MobyMax, LLC		3,495.00
	Invoice		Date	Description	Amount
	208916		11/02/2020	All School Wide License	3,495.00
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$3,495.00
Checks:		1		\$3,495.00	

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/13/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/13/2020	63523 Accounts Payable	Advanced Pension Solution Inc.		450.00
	Invoice	Date	Description		Amount
	11.13.20 PR	11/13/2020	11.13.20 PR		450.00
Check	11/13/2020	63524 Accounts Payable	American Fidelity Assurance Company		481.64
	Invoice	Date	Description		Amount
	1863268A	11/13/2020	CUSTOMER 95799		481.64
Check	11/13/2020	63525 Accounts Payable	HORACE MANN		1,547.85
	Invoice	Date	Description		Amount
	STATEMENT 11.4	11/13/2020	GROUP 210403A		1,547.85
Check	11/13/2020	63526 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
	11.13.20 PR	11/13/2020	CASE 2008-026265-DM		201.61
GF CHECKING General Fund Checking Totals:			Transactions: 4		\$2,681.10
Checks:	4	\$2,681.10			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/17/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/17/2020	63527 Accounts Payable	SYNCB/Amazon		2,394.28
	Invoice	Date	Description		Amount
	564449456696	11/16/2020	Barb C SEF Grant Supplies		231.09
	467696554559	11/16/2020	Stacy Sanders SEF Grant Supplies		380.03
	436655958687	11/16/2020	Melissa Price ES Spec Ed Supplies		17.00
	443699659459	11/16/2020	Gallagher SEF Grant Supplies		199.96
	568476333347	11/16/2020	Amy Evans SEF Grant Supplies		111.98
	456549686465	11/16/2020	Barb C SEF Grant Supplies		59.99
	463756935877	11/16/2020	Melissa Price ES Spec Ed Teaching Supplies		74.80
	694346773668	11/16/2020	Amy Evans SEF Grant Supplies		29.74
	466343957784	11/16/2020	JSH Text Book		12.60
	467755699458	11/16/2020	JSH Text Book		14.77
	478597664544	11/16/2020	JSH Text Book		17.99
	585773783936	11/16/2020	JSH Text Book		12.87
	757787476575	11/16/2020	JSH Text Book		16.86
	844558989365	11/16/2020	JSH Text Book		12.87
	989685397797	11/16/2020	JSH Text Book		17.74
	465898449853	11/16/2020	ES Spec Ed Teaching Supplies		28.84
	465956889577	11/16/2020	Maintenance Supplies-Sink		388.99
	443958898835	11/16/2020	Laminating Film-JSH		98.24
	584659356835	11/16/2020	Renee Brogger SEF Grant Supplies		84.99
	585939345474	11/16/2020	Renee Brogger SEF Grant Supplies		365.94
	879466837773	11/16/2020	Renee Brogger SEF Grant Supplies		89.82
	997868375548	11/16/2020	Maintenance Supplies		94.00
	596758345549	11/16/2020	Admin Office Supplies		33.17
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$2,394.28
Checks:	1	\$2,394.28			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/23/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/23/2020	63528 Accounts Payable	AT&T		317.04
	Invoice	Date	Description		Amount
	JS11132020	11/13/2020	911 Lines		317.04
Check	11/23/2020	63529 Accounts Payable	PCMI		13,738.33
	Invoice	Date	Description		Amount
	72375	11/13/2020	Salaries & Fees		8,927.49
	72249	11/13/2020	Sub Salaries & Fees		4,810.84
GF CHECKING General Fund Checking Totals:			Transactions: 2		\$14,055.37
Checks:	2		\$14,055.37		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/24/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/24/2020	63530 Accounts Payable	METS		7,429.89
	<u>Invoice</u>	<u>Date</u>	<u>Description</u>		<u>Amount</u>
	16401	11/24/2020	Salaries & Fees		7,429.89
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$7,429.89</u>
Checks:	1	\$7,429.89			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/27/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/27/2020	63531 Accounts Payable	Advanced Pension Solution Inc.		450.00
	Invoice		Description		Amount
	11.27.20 PAY	11/27/2020	11.27.20 PAYROLL		450.00
Check	11/27/2020	63532 Accounts Payable	American Fidelity Assurance		1,079.72
	Invoice		Description		Amount
	D239704	11/27/2020	CUSTOMER 95799		1,079.72
Check	11/27/2020	63533 Accounts Payable	American Fidelity Assurance Company		481.64
	Invoice		Description		Amount
	1863269A	11/27/2020	CUSTOMER 95799		481.64
Check	11/27/2020	63534 Accounts Payable	HORACE MANN		1,551.44
	Invoice		Description		Amount
	11.27 PAY	11/27/2020	GROUP 210403A		1,551.44
Check	11/27/2020	63535 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice		Description		Amount
	11.27.20 PAY	11/27/2020	CASE 2008-026265-DM		201.61
Check	11/27/2020	63536 Accounts Payable	Transamerica Employee Benefits		47.30
	Invoice		Description		Amount
	11.27.20 PAY	11/27/2020	11.27.20 PAY		47.30
GF CHECKING General Fund Checking Totals:			Transactions: 6		\$3,811.71
Checks:	6	\$3,811.71			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/30/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/30/2020	63537 Accounts Payable	BLUE CROSS BLUE SHIELD		7,663.16
	Invoice		Date	Description	Amount
		007043021-1220	11/30/2020	December Insurance Premium	7,663.16
Check	11/30/2020	63538 Accounts Payable	Priority Health		48,847.18
	Invoice		Date	Description	Amount
		203200000585	11/30/2020	SEA December Insurance Premium	48,847.18
Check	11/30/2020	63539 Accounts Payable	UNUM Life Insurance Company of America		276.97
	Invoice		Date	Description	Amount
		04135500019-1220	11/30/2020	December Insurance Premium	276.97
GF CHECKING General Fund Checking Totals:			Transactions: 3		\$56,787.31
Checks:		3	\$56,787.31		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/30/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/30/2020	63540 Accounts Payable	A.B. Dick Document Solutions		1,666.71
	Invoice		Date	Description	Amount
		33AR535690	11/13/2020	JSH Color Printers	198.90
		33AR536479	11/13/2020	Copier Cost	1,467.81
Check	11/30/2020	63541 Accounts Payable	ArbiterSports		7,280.00
	Invoice		Date	Description	Amount
		JS11202020	11/13/2020	Winter Sports Officials	7,280.00
Check	11/30/2020	63542 Accounts Payable	BEECH, DANA		150.00
	Invoice		Date	Description	Amount
		JS11232020	11/13/2020	Mental Health Counseling	150.00
Check	11/30/2020	63543 Accounts Payable	Calhoun ISD		45.00
	Invoice		Date	Description	Amount
		JS11232020	11/13/2020	2020-2021 Counselor Connect Conference	45.00
Check	11/30/2020	63544 Accounts Payable	CATRELL, TINA		20.97
	Invoice		Date	Description	Amount
		JS11102020	11/13/2020	ES Teaching Supplies	20.97
Check	11/30/2020	63545 Accounts Payable	CONTRACT PAPER GROUP, INC.		2,988.00
	Invoice		Date	Description	Amount
		43008045701	11/13/2020	Copy Paper	2,988.00
Check	11/30/2020	63546 Accounts Payable	CRYSTAL FLASH ENERGY		1,920.83
	Invoice		Date	Description	Amount
		3023930	11/13/2020	Unleaded Gas	1,129.70
		3023940	11/13/2020	Diesel Fuel	791.13
Check	11/30/2020	63547 Accounts Payable	DAHMS, TRACY		28.35
	Invoice		Date	Description	Amount
		JS11112020	11/13/2020	JSH Teaching Supplies	28.35
Check	11/30/2020	63548 Accounts Payable	Data Image LLC		3,730.00
	Invoice		Date	Description	Amount

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/30/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	-				
	50230		11/13/2020	LED Projectors	3,730.00
Check	11/30/2020	63549 Accounts Payable	DLT Solutions, LLC		4,310.10
	Invoice		Date	Description	Amount
	S1500026		11/13/2020	Tech Order	4,310.10
Check	11/30/2020	63550 Accounts Payable	Epic Sports		284.91
	Invoice		Date	Description	Amount
	5084038		11/13/2020	S Tompkins Order	284.91
Check	11/30/2020	63551 Accounts Payable	Evans , Amy		29.94
	Invoice		Date	Description	Amount
	JS11302020		11/13/2020	ES Teaching Supplies	29.94
Check	11/30/2020	63552 Accounts Payable	Four Health Family Resource Center Inc.		187.50
	Invoice		Date	Description	Amount
	9709		11/13/2020	Bridging The Gap Contracted Services	187.50
Check	11/30/2020	63553 Accounts Payable	Gallagher Uniform		431.76
	Invoice		Date	Description	Amount
	10702515		11/13/2020	Uniforms & Towels	110.54
	10703515		11/13/2020	Towels & Uniforms	105.34
	10704489		11/13/2020	Towels & Uniforms	110.54
	10705476		11/13/2020	Towels & Uniforms	105.34
Check	11/30/2020	63554 Accounts Payable	GRAND RAPIDS COMMUNITY COLLEGE		684.50
	Invoice		Date	Description	Amount
	0014808/2020		11/13/2020	Dual Enrollment	684.50
Check	11/30/2020	63555 Accounts Payable	Hale , Abbigail		200.10
	Invoice		Date	Description	Amount
	JS11122020		11/13/2020	ES Teaching Supplies	200.10
Check	11/30/2020	63556 Accounts Payable	Hanson , Katelyn		18.00
	Invoice		Date	Description	Amount
	JS11242020		11/13/2020	SEF Grant Reimbursement	18.00
Check	11/30/2020	63557 Accounts Payable	Hudl		750.00

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/30/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice		Date	Description	Amount
	INV01001114		11/13/2020	Boy Basketball Renewal	600.00
	INV01016222		11/13/2020	Girls Basketball Silver Addition	75.00
	INV01016220		11/13/2020	Boys Basketball Silver Addition	75.00
Check	11/30/2020	63558 Accounts Payable		I-1430 WION	199.00
	Invoice		Date	Description	Amount
	JS11252020		11/13/2020	Christmas Greetings Ad	199.00
Check	11/30/2020	63559 Accounts Payable		IPEVO, Inc.	117.25
	Invoice		Date	Description	Amount
	002202011VO626		11/13/2020	N Helminski Order	117.25
Check	11/30/2020	63560 Accounts Payable		KENOWA COMPANIES	430.00
	Invoice		Date	Description	Amount
	37866		11/13/2020	Drained Lawn Sprinkler System	430.00
Check	11/30/2020	63561 Accounts Payable		KSS Enterprises	30,221.95
	Invoice		Date	Description	Amount
	1264741		11/13/2020	Hand Sanitizer/Disinfect Wipes	30,221.95
Check	11/30/2020	63562 Accounts Payable		LANSING SANITARY SUPPLY, INC.	6,296.70
	Invoice		Date	Description	Amount
	1101653		11/13/2020	Custodial Supplies	6,123.70
	1103369		11/13/2020	Custodial Supplies	173.00
Check	11/30/2020	63563 Accounts Payable		Michigan Supply Company	50.08
	Invoice		Date	Description	Amount
	414463-00		11/13/2020	Maintenance Supplies	50.08
Check	11/30/2020	63564 Accounts Payable		MISS DIG SYSTEM, INC.	964.14
	Invoice		Date	Description	Amount
	20210380		11/13/2020	Membership Renewal	964.14
Check	11/30/2020	63565 Accounts Payable		Music Is Elementary	186.90
	Invoice		Date	Description	Amount
	INV-11709		11/13/2020	ES Peterson Order	73.95

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/30/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		INV-11790	11/13/2020	Peterson Order	112.95
Check	11/30/2020	63566 Accounts Payable	NAPA AUTO & TRUCK PARTS		215.70
		Invoice	Date	Description	Amount
		878285	11/13/2020	Parts	37.65
		878714	11/13/2020	Parts	5.76
		878832	11/13/2020	Parts	149.80
		879113	11/13/2020	Parts	22.49
Check	11/30/2020	63567 Accounts Payable	Naylor , Robert		30.50
		Invoice	Date	Description	Amount
		JS11182020	11/13/2020	JSH Teaching Supplies	30.50
Check	11/30/2020	63568 Accounts Payable	Priority Health		4,446.78
		Invoice	Date	Description	Amount
		203200000576	11/30/2020	SESA December Insurance Premium	4,446.78
Check	11/30/2020	63569 Accounts Payable	RIDDELL/ALL AMERICAN SPORTS , CORP.		705.90
		Invoice	Date	Description	Amount
		951259946	11/13/2020	Football Equipment	705.90
Check	11/30/2020	63570 Accounts Payable	SCHOOL SPECIALTY INC.		329.70
		Invoice	Date	Description	Amount
		208126513705	11/13/2020	JSH Office Order	329.70
Check	11/30/2020	63571 Accounts Payable	SEG WORKERS COMPENSATION FUND		2,993.00
		Invoice	Date	Description	Amount
		JS11302020	11/13/2020	Worker Comp Installment	2,993.00
Check	11/30/2020	63572 Accounts Payable	SERVPRO		1,762.53
		Invoice	Date	Description	Amount
		5184288	11/13/2020	Sewage Extraction-JSH Office	1,762.53
Check	11/30/2020	63573 Accounts Payable	Sparrow Ionia Occupational Health Services		100.00
		Invoice	Date	Description	Amount

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/30/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		00026706-00	11/13/2020	Bus Driver Physical	100.00
Check	11/30/2020	63574 Accounts Payable	THOMAS, KELLI		98.98
		Invoice	Date	Description	Amount
		JS11122020	11/13/2020	ES Teaching Supplies	98.98
Check	11/30/2020	63575 Accounts Payable	THRUN LAW FIRM, P.C.		507.50
		Invoice	Date	Description	Amount
		266278	11/13/2020	Legal Services	507.50
Check	11/30/2020	63576 Accounts Payable	U. S. POSTMASTER		165.00
		Invoice	Date	Description	Amount
		JS11192020	11/13/2020	Stamps	165.00
Check	11/30/2020	63577 Accounts Payable	West Michigan International		1,138.36
		Invoice	Date	Description	Amount
		X101205831:01	11/13/2020	Parts-210	554.55
		X10207376:01	11/13/2020	Parts	54.14
		X101208088:01	11/13/2020	Parts	63.08
		X101207095:01	11/13/2020	Parts	81.60
		X101208571:01	11/13/2020	Parts	274.26
		X10128589:01	11/13/2020	Parts	94.96
		X101207891:01	11/13/2020	Part	15.77
Check	11/30/2020	63578 Accounts Payable	Young , Susann		139.15
		Invoice	Date	Description	Amount
		JS11232020	11/13/2020	JSH Teaching Supplies	139.15
GF CHECKING General Fund Checking Totals:				Transactions: 39	\$75,825.79
Checks:	39	\$75,825.79			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 11/30/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/30/2020	63579	Accounts Payable	M.E.S.S.A.	9,092.57
	<u>Invoice</u>		<u>Date</u>	<u>Description</u>	<u>Amount</u>
	2012-0094592		11/30/2020	December Insurance Premium	9,092.57
GF CHECKING General Fund Checking Totals:				Transactions: 1	\$9,092.57
Checks:		1		\$9,092.57	

Saranac Community Schools
Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/04/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/04/2020	63580 Accounts Payable	Hi-Tech Building Services		7,596.40
	Invoice		Description		Amount
	024801	12/04/2020	November Custodial Cost		7,596.40
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$7,596.40
Checks:	1		\$7,596.40		

Payment Register

From Payment Date: 11/1/2020 - To Payment Date: 11/30/2020

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
GF CHECKING - General Fund Checking									
<u>EFT</u>									
671	11/12/2020	Open			Accounts Payable	STATE OF MICHIGAN	\$16,085.85		
672	11/13/2020	Open			Accounts Payable	HealthEquity, Inc.	\$3,545.78		
673	11/13/2020	Open			Accounts Payable	INDEPENDENT BANK	\$160,755.20		
674	11/12/2020	Open			Accounts Payable	M.P.S.E.R.S.	\$57,519.60		
675	11/27/2020	Open			Accounts Payable	HealthEquity, Inc.	\$3,786.27		
676	11/27/2020	Open			Accounts Payable	INDEPENDENT BANK	\$147,839.54		
677	11/24/2020	Open			Accounts Payable	M.P.S.E.R.S.	\$62,173.99		
678	11/24/2020	Open			Accounts Payable	M.P.S.E.R.S.	\$100,657.20		
Type EFT Totals:									
GF CHECKING - General Fund Checking Totals									
							8 Transactions	\$552,363.43	

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$552,363.43	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	8	\$552,363.43	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$552,363.43	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	8	\$552,363.43	\$0.00

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$552,363.43	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	8	\$552,363.43	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$552,363.43	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	8	\$552,363.43	\$0.00

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.

Suggested Resolution

I move that the Saranac Board of Education approve NEOLA Policy Updates (Aug 2020) as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Set Organizational Meeting Date

POLICY: 0150 – (Board) Meetings

At the November 9th school board meeting you reviewed meeting dates for calendar year 2021. The Board of Education shall organize annually not earlier than January 1st immediately following an election held on a November regular election date, and not later than the third Thursday in January at a meeting held for that purpose.

The board agreed on the date of January 18, 2021 to set this as the organizational meeting date.

Suggested Resolution

I move that the Saranac Board of Education set January 18, 2021 as the Organizational Meeting Date as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: SESA Contract

We have reached a tentative 2-year agreement with the Saranac Educational Support union. I will give you an update on negotiations and language/financial items that were agreed upon.

Suggested Resolution

I move that the Saranac Board of Education approve/deny the SESA 2-year contract agreement as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools

Jason Smith, Superintendent
225 Pleasant Street
Saranac, Michigan 48881

www.saranac.k12.mi.us

Telephone 616-642-1400
Fax 616-642-1405

June 6th, 2020

SESA Negotiations

Admin language proposal

Proposed addition to contract

E. Terminal Leave Pay

4. A SESA member is not eligible for terminal leave pay if the employee has already retired and received terminal leave pay from Saranac Community Schools.

TA'd
8/10/2020
AM
9:53

Saranac Community Schools

Jason Smith, Superintendent
225 Pleasant Street
Saranac, Michigan 48881

www.saranac.k12.mi.us

Telephone 616-642-1400
Fax 616-642-1405

August 25th, 2020

SESA Negotiations

Counter-Admin language proposal

TA:ol
8/25/2020
9:09

Proposed addition to contract

Pg.15 Article 10 section 3. Leave Days. 3. c. Up to three (3) days per occurrence shall be allowed for each death in the immediate family. Immediate family is defined as: spouse, child, step-child, sibling, step-sibling, parent or step-parent, spouse's parent or step-parent, grandparents or step-grandparents, grandchildren, step-grandchildren and spouse's siblings. The number of days may be extended at the discretion of the Superintendent.

SESA proposed change the underlined to the following:

"immediate family member" means spouse, domestic partner, cohabitant, child, stepchild, grandchild, parent, stepparent, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent, great grandparent, brother, sister, half-brother, half-sister, stepsibling, brother-in-law, and sister-in-law.

Admin proposal

"Immediate family member" means spouse, child, stepchild, grandchild, parent, stepparent, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent, great grandparent, brother, sister, half-brother, half-sister, stepsibling, brother-in-law, and sister-in-law

* Domestic partner would qualify under spouse.

* Feel cohabitant could mean roommate, friend, or even pet. Do not feel like it is specific enough.

Saranac Community Schools

Jason Smith, Superintendent
225 Pleasant Street
Saranac, Michigan 48881

www.saranac.k12.mi.us

Telephone 616-642-1400
Fax 616-642-1405

September 23rd, 2020

SESA Negotiations

Requested language proposal

Current Contract

- a. Classroom Paraprofessionals will be scheduled to work on days that school is in session and students are present. Classroom Paraprofessionals will work one-half their normal schedule on half days of school. Programs such as ECC and MSRP have fewer student days, which will result in fewer workdays for Paraprofessionals working in those classrooms.

Potential addition

The SESA member will work a minimum of half of their scheduled hours. The SESA members' hours could more based on student need per administrative approval.

AS
AN 10-15-2020

JS

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Facility Use Addendum

I would like to make a recommendation to the "Use of School Facilities" for the 2020-2021 school year, and have provided an addendum to board policy 7510.

Suggested Resolution

I move that the Saranac Board of Education approve the Use of School Facilities Addendum for the 2020-2021 school year as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools

Use of School Facilities for the 2020-2021 School Year

11.20.20

The Board of Education believes that the school facilities of this District should be made available for community purposes, provided that such use does not infringe on the original and necessary purpose of the property or interfere with the educational program of the schools and is harmonious with the purposes of this District. The Board will permit the use of school facilities when such permission has been requested in writing by a responsible organization or a group of citizens and has been approved by the Superintendent.

This addendum to SCS Administrative Guidelines 7510A and 7510C has been created in light of the COVID-19 pandemic. The district cannot allow the use of district facilities in any way that would endanger the ability to continue in-person instruction and school sponsored activities. These guidelines shall be followed explicitly and with integrity or facility usage requests will be denied immediately.

The district reserves the right to add to or remove any restrictions as well as deny any usage at any point. Every effort will be made to provide reasonable notice but is not guaranteed.

Anyone requesting the use of school facilities is required to sign that they have read and understand the following guidance:

1. [Board Policy 7510](#)
2. [Administrative Guidelines 7510A](#)
3. [Administrative Guidelines 7510C](#)
4. [Ionia County Health Department Return to School Toolkit](#)
5. [MDHHS Epidemic Orders](#)

Guidance from federal, State, and local agencies is constantly updated. Those using the facility are required to stay up-to-date with the most recent guidelines. The district will also adjust its policies as our guidance changes.

Until further notice the use of school facilities has the following additional limitations:

1. Is limited to individuals, groups, and organizations serving the Saranac Community School District resident students.
 2. For athletic usage teams/groups/athletes will be limited to usage that is consistent with what is allowed for varsity sports at that time.
 3. No open gyms, drop in attendance, or any other unstructured events are allowed.
 4. For indoor activities there will be no guests or spectators unless specifically approved by the Superintendent. Parents are required to pick up and drop off students at the door.
 5. Use of district equipment and supplies are not allowed unless specifically approved by the Superintendent.
 6. Sanitation before and after activity is the responsibility of the requestor. If district supplies and staff are utilized the requestor will be billed for service.
-

In order to decrease the spread of COVID-19 the district requires the following:

1. Masks shall be worn at all times when in the building.
2. Health screening is required and shall be logged for all participants before entering the facility.

3. Temperature checks are required and logged for all participants as they enter the facility .
4. A list of all participants and spectators, with contact information, is required for each use of a facility. Contact information should include phone numbers and addresses.
5. Activity organizers are required to develop and submit any procedural documentation that they utilize to decrease the spread of COVID-19 and increase compliance of local, State, and federal guidance.

By signing below I am acknowledging that I have read and understand this addendum, the linked guidance in this addendum and will follow with integrity. Failure to do so will result in facility usage being denied immediately.

Group Name/Activity Type: _____

Requestor Signature: _____ Date: _____

Book	Policy Manual
Section	7000 Property
Title	USE OF SCHOOL FACILITIES
Code	po7510
Status	Active
Adopted	September 15, 2016

7510 - USE OF SCHOOL FACILITIES

The Board of Education believes that the school facilities of this District should be made available for community purposes, provided that such use does not infringe on the original and necessary purpose of the property or interfere with the educational program of the schools and is harmonious with the purposes of this District.

The Board will permit the use of school facilities when such permission has been requested in writing by a responsible organization or a group of citizens and has been approved by the Superintendent.

District facilities shall be available for the below-listed uses. When there are competing interests for the use of facilities, approval will be given according to the following priorities:

- A. uses directly related to the schools and the operations of the schools
- B. uses and groups indirectly related to the schools
- C. meetings of employee associations
- D. departments or agencies of government
- E. community organizations or groups of individuals formed for
 1. charitable,
 2. civic,
 3. social,
 4. religious,
 5. recreational,
 6. educational
 7. purposes

The use of District grounds and facilities shall not be granted for any purpose which is prohibited by law.

Should all or any part of the District's community be struck by a disaster, the Board shall make District grounds and/or facilities available, at no charge, for the housing, feeding, and care of victims or potential victims when requested by local, State, or Federal authorities.

The Superintendent shall develop administrative guidelines for the granting of permission to use District facilities including a schedule of fees. Such guidelines are to include the following:

- A. Each user may be required to present evidence of the purchase of organizational liability insurance to the limit prescribed by District administrative guidelines.

B. Use of school equipment in conjunction with the use of school facilities must be requested specifically in writing, and may be granted by the procedure by which permission to use facilities is granted. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify, no item of equipment may be used except by a qualified operator.

C. Users shall be liable financially for damage to the facilities and for proper chaperonage.

No liability shall attach to this District, any employee, officer, or member of this District specifically as a consequence of permitting access to these facilities.

© Neola 2012

Book	Administrative Guideline Manual
Section	7000 Property
Title	USE OF DISTRICT FACILITIES
Code	ag7510A
Status	Active
Adopted	June 1, 2017

7510A - **USE OF DISTRICT FACILITIES**

Applications

Any organization or individual desiring to use District facilities shall complete an application (Form 7510 F1) and submit it to the Accounts Payable Assistant for approval.

- A. Completed applications for facility use.
- B. The Accounts Payable Assistant shall clear each application with respect to date, time, and other arrangements and will provisionally approve or deny the use of school facilities on the basis of Board policy.
- C. If charges are required, then a deposit in the amount of the estimated fee will be collected.
- D. The Superintendent will approve all requests and the Accounts Payable Assistant will notify the building administrator. If the application is not approved, all deposits included with the application will be returned with the application.
- E. Charges for school personnel shall be based on the appropriate rate of pay for persons in the respective job classification (custodian, cook, technology staff, etc.) whenever extra pay for school employees is required as a result of the use.
- F. The District reserves the right to demand sufficient time for full investigation, notice, and arrangements of all requests for the use of school facilities and reserves first claim to the use of its own property. Cancellations may be issued by the Superintendent with or without due notice. All approvals are to be granted with this understanding. The deposit is refundable when notice is given to cancel the requested use. Otherwise, those requesting the use will be responsible for payment for all costs incurred, including the cost per hour charged for the use of the facility.
- G. In no case will those who have been granted permits assign, transfer, sublet, or charge a fee to others for the use of school property.

Ineligible Users

Groups or persons will not be granted permits when the request is for activities that are in conflict or competition with District programs or not authorized by Board policy.

Regulations

- A. Users must take reasonable steps to ensure orderly behavior and will be responsible for paying for all damage associated with their use of the facility or equipment.
- B. The District reserves the right to request payment of estimated fees in advance.
- C. Use of tobacco is prohibited. All users are responsible for complying with this regulation.
- D. Alcoholic beverages and controlled substances will not be permitted on District property at any time.
- E. Decorations must be fireproof and shall be erected and taken down in a manner not destructive to District property. Decorations are subject to the approval of the building administrator. The use of open flames, such as candles, is permitted only with written permission from the fire marshal.

- F. The user shall be fully responsible for all loss or damage to District property, including property of students and employees.
- G. Requests for District-owned equipment are not included in the direct or indirect costs and shall be charged based on request and type of equipment.
- H. The use of any materials on floors or other parts of the building is strictly prohibited without specific approval in writing from the building administrator.
- I. Use of stages, furniture, and equipment must be arranged for in advance. Set-up and clean-up may be performed by members of the group using the facility, provided the responsible persons are listed on the application. Additional custodial services required for work not done satisfactorily will be paid for by the using group. Arrangements must be made with the building administrator for use of any special or extra equipment. Extra compensation paid employees for moving, operating, or supervising special or extra equipment will be charged to the using group.
- J. Buildings will normally be open thirty (30) minutes prior to the activity and for thirty (30) minutes after its scheduled end, unless other arrangements are requested on the application and approved.
- K. Use during summer vacation, on holidays, or during other vacation periods shall not conflict with building cleaning and renovating programs and will depend on the availability of building service personnel for supervision.
- L. No unauthorized methods of obtaining funds, including any form of gambling, is permitted in District buildings or on District grounds.
- M. A school custodian shall be on duty whenever a facility is being used except as exempted by the principal. The custodian will render custodial assistance in handling furniture and equipment and will be responsible for seeing that the facility or facilities are left in good order after the activity is over. The custodian's overtime, including clean-up time, will be charged at the appropriate hourly rate. Food-service personnel shall be required, in addition, when kitchen facilities are requested.
- N. Responsibility for enforcement of rules and regulations concerning use of District facilities rests with the user group, and any infractions of the above regulations may be grounds for refusing to grant subsequent requests for the use of District facilities.
- O. Corridors, exits, and stairways must be free of obstructions at all times. Exits are to be lighted when facilities are in use. Members of audience or spectators must never stand or sit so they block exits, stairways, or aiseways.
- P. The District will not be responsible for any loss of valuables or personal property.
- Q. Flyers, booklets, or other printed or audio-visual materials may not be distributed unless they relate directly to the activity for which the school facility is being used.

FEE FOR USE OF DISTRICT BUILDINGS

A schedule of fees for the use of District facilities is determined annually based upon the following factors:

- A. The use of District facilities for activities related to the educational program and District operations shall be without cost to the users, except that the users shall be responsible for any police fees.
- B. The use of District facilities for any nonprofit community use shall be without cost to the users, except that the users shall be responsible for any extra custodial and cafeteria employees fees and for any police fees.
- C. All other organizations or persons granted the use of schools shall assume the charges as indicated on the District's "Facility Use Information" form.

© Neola 2012

Book	Administrative Guideline Manual
Section	7000 Property
Title	SUPERVISION OF RENTED FACILITIES
Code	ag7510C
Status	Active
Adopted	June 1, 2017

7510C - **SUPERVISION OF RENTED FACILITIES**

- A. Each group requesting the use of District facilities must use the services of a District custodian and must pay for such services.
- B. Each group requesting the use of District facilities must indicate an individual, satisfactory to the administrator in charge of the building, who will serve in a supervisory capacity during the use of the District facilities.
- C. If the supervisor, as designated above, is not satisfactory to the administrator in charge, the administrator shall appoint a supervisor and the pay shall be charged to the sponsoring group.
- D. Supervisors are responsible for the enforcement of all rules and procedures regarding the use of District facilities.
- E. The custodian on duty is directed not to open the facility until the supervisor for the sponsoring group is on duty.

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Discipline Data

We will be reviewing the Elementary and Jr/Sr High Schools 2019-2020 discipline data as required by Matt's Law.

Ele Discipline data 2019/2020 as required by Matt's Law

Month	Grade level	Actions	Gender	nature of bullying
November	4	Restorative	M	Physical contact
November	1	Restorative	M	Non-physical violance
November	5	Restorative	M	Physical contact
December	1	Restorative	F	General harrassment
January	4	Restorative	F	Harrassment-verbal
February	5	Restorative	F	Harrassment-sexual
February	5	Detention	M	Bullying-verbal
February	5	Detention	M	Bullying-verbal
February	5	Detention	M	Bullying-verbal
February	5	Detention	M	Bullying-verbal
February	5	Detention	M	Bullying-verbal
February	6	Restorative	F	Bullying-verbal

JSH Discipline data 2019/2020 as required by Matt's Law

Month	Grade level	Actions	Gender	nature of bullying
October	6	Restorative	M	Verbal- gender
October	6	Restorative	M	Physical contact
October	8	Dentention	M	Harrassment-racial
October	8	Suspension	F	Harrassment-sexual
October	8	Dentention	F	Harrassment-sexual
October	8	Dentention	M	Harrassment-sexual
October	7	Dentention	M	Bullying-verbal
October	8	Suspension	M	Assault on student
November	8	Dentention	M	Harrassment-sexual
November	7	Suspension	M	Bullying-verbal
December	7	Suspension	M	Harrassment-sexual
December	10	Suspension	M	Harrassment-sexual
December	7	Suspension	M	Fighting
December	8	Suspension	M	Fighting
December	8	Suspension	M	Assault on staff
December	11	Suspension	M	Assault on student

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: McKinney-Vento Data

Every year we must present the McKinney-Vento data. I have attached the form used for eligibility purposes.

Saranac Community Schools

McKinney-Vento Eligibility Questionnaire

The answer you give below will help the district determine what services you or your child may be able to receive under the McKinney-Vento Act. Students who are protected under the McKinney-Vento Act are entitled to immediate enrollment in school even if they don't have the documents normally needed, such as proof of residency, school records, immunization records, or birth certificate. Students who are protected under the McKinney-Vento Act may also be entitled to free transportation and other services.

Name of Student: _____
Last First Middle

Date of Birth: ____/____/____ Grade: _____

Address: _____ Phone : _____

1. Do you/your student live in any of the following situations? (Please check one box.)

- In emergency or transitional shelter or program
- Sharing the housing of other persons due to: (select one)
 - Loss of housing, economic hardship or a similar reason (i.e. evicted)
 - Long term, cooperative living arrangement
 - Other (please specify): _____
- In a vehicle of any kind, park, public space, abandoned building, substandard housing
- In a motel, hotel, campground or similar setting due to: (select one)
 - Lack of alternative adequate accommodations
 - A convenient living arrangement (i.e. waiting for apartment/home to be ready)
 - Other (please specify): _____
- None of the above

2. What is your/your student's living situation? (Please check one box.)

- Living with legal parent or guardian
- Living alone
- Living with an adult that is not a legal parent or guardian

Print name of Parent, Guardian, or Student (for unaccompanied homeless youth)

Date:

Signature of Parent, Guardian, or Student (for unaccompanied homeless youth)

For questions, help, or more information, contact the Homeless Liaison,
Becky Bowen at (616)642.1200 or bowenreb@scs-staff.org

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Board Meeting Dates - 2021

POLICY: 0150 – (Board) Meetings

Here is a schedule of board meeting dates for calendar year – 2021, using the 2nd Monday dates.

Four months with two meetings would be March (Superintendent evaluation), June (budget hearing), August (beginning of the year start-up), and October (audit and strategic plan).

Spring Break is the week of April 5th-9th, 2021.

1/18/2021	
2/15/2021	
3/1/2021	3/15/2021
4/19/2021	
5/17/2021	
6/7/2021	6/21/2017
7/19/2021	
8/9/2021	8/23/2021
9/20/2021	
10/4/2021	10/18/2021
11/15/2021	
12/13/2021	

Meetings would begin at 7:00 p.m.

Meetings located at (unless otherwise noted)

Saranac Community Schools
225 Pleasant St.
Saranac, MI 48881