

Regular Meeting  
Monday, May 17, 2021 6:15 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. Treasurer's Report - April
5. Additions, Deletions & Modifications to the Agenda
6. Student Expulsion Hearing
7. Review Confirmation Meeting - June
8. Comments from Guests - Agenda Items
9. Action Items
  - a. Approve Reconfirmation Meeting - June
  - b. Pay Bills
  - c. ISD Election Representative
  - d. Approve S.E.A. Financials for FY 22
  - e. Approve 2021-2022 School Calendar
10. Reports/Presentations
  - a. Review Facility Use Form
  - b. 2021-2022 Extracurricular Assignments
  - c. 2021-2022 Budget Review
  - d. Review JSH Principal's Contract
11. Comments from Guests - Non Agenda Items
12. Superintendent's Report
13. Approve Executive Session Minutes
14. Board Requests/Reports
15. Communications
16. Other
17. Adjournment\_\_\_\_\_

Saranac Community Schools  
Board of Education  
Meeting #13

The regular meeting of the Saranac Community Schools Board of Education was held on Monday, April 19, 2021 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 & VanKuiken.

Chad Elliott led in the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Minutes from regular meeting dated March 15; Finance Committee minutes dated March 18; Operations Committee minutes dated March 25; and Finance Committee minutes dated April 14, 2021 were approved as presented.

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

**ADDITIONS, DELETIONS & MODIFICATIONS TO THE AGENDA:** None

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

**COVID-19 RECONFIRMATION MEETING - MAY:** Superintendent, Jason Smith reported that 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. This is the reconfirmation meeting for May 2021.

**ISD 2021-2022 BUDGET RESOLUTION:** The State requires that local Boards review proposed budgets for Intermediate School Districts. Mr. Jamie Carnes, Director of Fiscal Services with Ionia County ISD prepared their proposed budget for 2021-22 school year.

Motion by Hawkins, supported by Courtney and unanimously approved that the Saranac Board of Education accept the Ionia County ISD proposed budget for the 2021-22 school year as presented.

**S.E.A. LETTER OF UNDERSTANDING:** Motion by VanKuiken, supported by Price and unanimously approved that the Saranac Board of Education accept the S.E.A. Letter of Understanding for a Sick Leave Bank for the teacher as presented.

**ACCEPT GIFTS:** Motion by Elliott, supported by Jackson and unanimously approved that the Saranac Board of Education accept the gifts listed below totaling \$1,350.00 for the month of April as presented.

To:	Donation for:	Amount
Athletic Program	Donation	\$ 50.00

Athletic Program	Donation	\$ 600.00
Track & Cross Country Programs	Donation	\$ 200.00
Band & Cheerleading Programs	Donation	\$ 500.00
Total This Month		\$ 1,350.00
<b>Total Gifts for 2020-2021 Including This Month</b>		\$ 124,645.39

**PAY BILLS:** Motion by Price, supported by Hawkins and unanimously approved that the Saranac Board of Education approve the bills paid from General Fund for March/April in the amount of \$894,553.65 and from the Building & Site fund for \$13,021.35 as presented.

**APPROVE EXTENDED LEARNING PLAN-RECONFIRMATION FOR MAY, 2021:** Motion by Courtney, supported by Elliott and unanimously approved that the Saranac Board of Education approve the Extended COVID-19 Learning Plan Reconfirmation meeting for May, 2021 as presented.

**ENROLLMENT UPDATE:** Superintendent, Jason Smith presented the latest student enrollment from the February count. The audited number is 845 students. This number has slowly been declining. There was much discussion from everyone present.

**FIRST BUDGET AMENDMENT FOR FY: 2020-2021:** Superintendent, Jason Smith presented the first budget amendment showing a fund balance of 21.9%. They are working on the budget for FY: 2021-2022.

Motion by Hawkins, supported by Jackson, and unanimously approved that the Saranac Board of Education waive past board practice and approve the first budget amendment for FY: 2020-2021 as presented.

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

**SUPERINTENDENT’S REPORT:** Jason Smith had JSH Principal, Josh Leader present the 2021 graduation plans to the board via zoom. Mr. Smith met with Mr. Hawkins and Mr. Price regarding solar power before the meeting tonight. Mr. Smith and Mrs. Doll will be working on a survey regarding the Mascot. Building assessments are in full swing. All spring sport athletes have to be COVID-19 tested every week. We have a new generator at Central Office/Technology Building being hooked up this week. This is from insurance money when the other one quite working.

**BOARD REQUESTS/REPORTS:** A board member asked Mr. Smith if summer plans are in place yet for students to attend summer school to catch up on credits. Mr. Leader reported that letters would be going out to parents and students that have been identified.

A board member would like to see the Industrial Arts program return to school.

A board member attended a MASB workshop via zoom on Student Achievement.

**COMMUNICATIONS:** Superintendent Smith reported he sent thank-you notes to volunteers who helped administer the COVID-19 test to athletes. A thank you note was sent to Lakeview School District for donating the filters to our district. Thank you notes were sent to Fowler and Portland Public Schools on their Girls Basketball State Championship wins.

**APPROVE EXECUTIVE SESSION MINUTES:** Minutes from Closed Session dated March 15, 2021 were approved as presented.

**CLOSED SESSION FOR NEGOTIATION PURPOSES:** Motion by Hawkins, supported by Courtney that the Saranac Board of Education go into closed session for negotiation purposes at 8:30 p.m. returning to open session at 8:53 p.m. Yes Votes: Courtney, Doll, Elliott, Hawkins, Jackson, Price, & VanKuiken. Motion Carried.

**OTHER:** A board member asked if Mr. Smith if he has heard anything for the fall returning to in-person learning. Mr. Smith reported he has not heard of remote learners going away.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 8:58.

Respectfully submitted,

Ted VanKuiken  
Secretary

SARANAC COMMUNITY SCHOOLS  
GENERAL FUND TRIAL BALANCE  
AS OF APRIL 30, 2021

Cash Checking	\$3,716,762.54
Cash Savings	\$260,541.83
Cash Payroll Checking	\$1,336.69
Petty Cash Petty Cash	\$400.00
Petty Cash Cash on Hand - Athletic Cash Box	\$800.00
Inventory Supplies	\$55,736.50
Prepaid/Deferred Expenditures Apple iPad Apps	\$94.05
TOTAL ASSETS	<u>\$4,035,671.61</u>
Accounts Payable	\$100.01
Accounts Payable Workers Comp	\$2,075.18
Tax Anticipation Notes and Loans Payable	\$2,400,000.00
Due to Other Governmental Units Taxes Retirement	\$53,860.05
Due to Other Governmental Units Taxes Retirement - Stabilization 147c	(\$344,542.44)
Payroll Related Accrual Liabilities State Withholding Tax EFT	\$15,468.23
Accrued Expenditures	\$305.58
Salaries Payable Terminal Leave Payable	\$3,994.52
Unearned Revenue	\$346,861.29
TOTAL LIABILITIES	<u>\$2,478,122.42</u>
Beginning Fund Balance	\$1,729,614.04
Fund Revenues	\$6,089,988.17
Fund Expenses	(\$6,262,053.02)
TOTAL FUND BALANCE	<u>\$1,557,549.19</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$4,035,671.61</u>

SARANAC COMMUNITY SCHOOLS  
GENERAL FUND REVENUES SUMMARY  
AS OF APRIL 30, 2021

	Amended Budget	Actual	Budget - Actual	% Used/Rec'd
100 - Revenue from Local Sources	\$993,190.00	\$829,134.61	\$164,055.39	83.48%
300 - Revenue from State Sources	\$7,625,254.00	\$4,863,452.55	\$2,761,801.45	63.78%
400 - Revenues from Federal Sources	\$587,688.00	\$362,093.12	\$225,594.88	61.61%
500 - Incoming Transfers and Other Transactions	\$94,494.00	\$34,253.89	\$60,240.11	36.25%
600 - Fund Modifications	\$18,772.00	\$1,054.00	\$17,718.00	5.61%
	<u>\$9,319,398.00</u>	<u>\$6,089,988.17</u>	<u>\$3,229,409.83</u>	<u>65.35%</u>

SARANAC COMMUNITY SCHOOLS  
GENERAL FUND EXPENDITURES  
AS OF APRIL 30, 2021

Function* Code	Amended Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function* 1111 - Elementary	\$2,932,817.00	\$28,722.33	\$1,859,826.55	\$1,044,268.12	64.39%
Function* 1112 - Middle/Junior High	\$758,178.00	\$0.00	\$481,199.92	\$276,978.08	63.47%
Function* 1113 - High School	\$1,279,420.00	\$21,173.41	\$807,986.11	\$450,260.48	64.81%
Function* 1119 - Summer School	\$6,165.00	\$1,034.00	\$1,196.00	\$3,935.00	36.17%
Function* 1122 - Special Education	\$706,100.00	\$0.00	\$438,072.70	\$268,027.30	62.04%
Function* 1125 - Compensatory Education	\$159,057.00	\$0.00	\$97,779.66	\$61,277.34	61.47%
Function* 1212 - Guidance Services	\$71,381.00	\$0.00	\$45,639.18	\$25,741.82	63.94%
Function* 1215 - Speech Pathology and Audiology Services	\$164,548.00	\$0.00	\$81,703.44	\$82,844.56	49.65%
Function* 1216 - Social Work Services	\$34,124.00	\$0.00	\$16,672.26	\$17,451.74	48.86%
Function* 1219 - Other Pupil Support Services	\$12,045.00	\$0.00	\$7,505.47	\$4,539.53	62.31%
Function* 1221 - Improvement of Instruction	\$252,220.00	\$0.00	\$189,895.48	\$62,324.52	75.29%
Function* 1222 - Educational Media Services	\$15,963.00	\$0.00	\$26,735.06	(\$10,772.06)	167.48%
Function* 1225 - Instruction Related Technology	\$1,000.00	\$0.00	\$156.00	\$844.00	15.60%
Function* 1226 - Supervision and Direction of Instructional Staff	\$42,658.00	\$0.00	\$27,800.87	\$14,857.13	65.17%
Function* 1227 - Academic Student Assessment	\$500.00	\$0.00	\$467.00	\$33.00	93.40%
Function* 1231 - Board of Education	\$57,753.00	\$0.00	\$37,835.38	\$19,917.62	65.51%
Function* 1232 - Executive Administration	\$271,750.00	\$0.00	\$217,712.50	\$54,037.50	80.11%
Function* 1241 - Office of the Principal	\$275,809.00	\$0.00	\$213,364.78	\$62,444.22	77.36%
Function* 1242 - Junior High Sch Principal Admin	\$159,859.00	\$0.00	\$125,590.16	\$34,268.84	78.56%
Function* 1243 - Senior High Sch Principal Admin	\$163,048.00	\$0.00	\$127,913.18	\$35,134.82	78.45%
Function* 1249 - Other School Administration	\$2,000.00	\$0.00	\$738.36	\$1,261.64	36.92%
Function* 1252 - Fiscal Services	\$175,088.00	\$0.00	\$106,360.84	\$68,727.16	60.75%
Function* 1259 - Other Business Services	\$57,599.00	\$0.00	\$40,970.55	\$16,628.45	71.13%
Function* 1261 - Operating Buildings Services	\$912,554.00	\$0.00	\$676,404.55	\$236,149.45	74.12%
Function* 1271 - Pupil Transportation Services	\$538,497.00	\$0.00	\$348,154.22	\$190,342.78	64.65%
Function* 1284 - Non-Instructional Technology Services	\$209,778.00	\$5,331.20	\$134,934.12	\$69,512.68	66.86%
Function* 1285 - Pupil Accounting	\$13,096.00	\$0.00	\$0.00	\$13,096.00	0.00%
Function* 1291 - Pupil Activities	\$40,136.00	\$0.00	\$22,924.21	\$17,211.79	57.12%
Function* 1293 - Athletic Activities	\$164,989.00	\$171.25	\$114,709.64	\$50,108.11	69.63%
Function* 1295 - Agency Activities	\$0.00	\$0.00	\$0.00	\$0.00	
Function* 1411 - Payments to Other Public Schools Within the State of Michigan	\$15,005.00	\$0.00	\$11,804.83	\$3,200.17	78.67%
	\$9,493,137.00	\$56,432.19	\$6,262,053.02	\$3,174,651.79	66.56%

School Days available	180
Complete to Date	156
% complete	86.67%

SARANAC COMMUNITY SCHOOLS  
FOOD SERVICE TRIAL BALANCE  
AS OF APRIL 30, 2021

Cash Checking	\$79,467.44
Petty Cash Petty Cash	\$40.00
Due From Other Governmental Units	\$34,779.37
Inventory Supplies	\$3,235.63
TOTAL ASSETS	<u>\$117,522.44</u>
Accounts Payable	\$2,501.04
Unearned Revenue	\$9,232.63
TOTAL LIABILITIES	<u>\$11,733.67</u>
Beginning Fund Balance	\$63,870.35
Fund Revenues	\$264,273.79
Fund Expenses	(\$222,355.37)
TOTAL FUND BALANCE	<u>\$105,788.77</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$117,522.44</u>



SARANAC COMMUNITY SCHOOLS  
 FOOD SERVICE REVENUES AND EXPENDITURES  
 AS OF APRIL 30, 2021

Function* Code	Adopted Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
<b>REVENUE:</b>					
100 - Revenue from Local Sources	\$77,954.00	\$0.00	\$2,625.24	\$75,328.76	3.37%
300 - Revenue from State Sources	\$23,385.00	\$0.00	\$8,567.42	\$14,817.58	36.64%
400 - Revenues from Federal Sources	\$210,762.00	\$0.00	\$253,081.13	(\$42,319.13)	120.08%
	\$312,101.00	\$0.00	\$264,273.79	\$47,827.21	84.68%
<b>EXPENDITURES:</b>					
1297 Food Service	\$311,247.00	\$0.00	\$222,355.37	\$88,891.63	71.44%
1611 Modification	\$15,000.00	\$0.00	\$0.00	\$15,000.00	0.00%
	\$326,247.00	\$0.00	\$222,355.37	\$103,891.63	68.16%

TRUST FUND ACCOUNTS

April 30, 2021

Athletic Activities	57,801.88
Athletics-"Catching A Dream"	438.66
Band	3,214.13
DI	60.92
Compagner Memorial Fund	11,678.41
Elementary School Activities	8,378.40
E.S. Summer Enrichment Program	0.00
High School Activities	25,997.24
High School Spirit Store	507.00
Interest Earned	847.79
ICCF Grant	0.00
Jenkins Educational Fund	117.69
Middle School Activities	5,428.61
PBIS Store F.R.	544.28
Relay	0.00
Revolving	2,068.97
Robotics	4,761.06
Simons Memorial	7,469.50
Saranac Promise	8,483.15
Allen Scholarship	0.00
Brown Scholarship	40.18
Crowley Scholarship	250.00
Darby	0.00
Draper Scholarship	0.00
Eddy Scholarship	64.44
Hammer Scholarship	43.17
Kramer Scholarship	50.00
Lake	0.00
Lamphere	0.00
McGee Scholarship	163.01
Morris Scholarship	0.00
Raimer Scholarship	9.27
Sachen Scholarship	9.05
Sharritts Scholarship	6.44
Simpson Scholarship	50.00
Simmons	0.00
Spens Scholarship	9.32
<b>Total</b>	<b>138,492.57</b>

Cash In Checking	108,141.54
Certificates of Deposit	30,351.03
<b>Total</b>	<b>138,492.57</b>

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Student Expulsion Hearing

The Board will conduct a student expulsion hearing.

Suggested Resolution

I move that the Saranac Board of Education

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

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

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

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Extended Learning Plan-Reconfirmation for June, 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 June, 2021 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: \$832,070.69 from General Fund for April/May

Suggested Resolution

I move that the Saranac Board of Education approve the bills paid from General Fund for April/May in the amount of \$832,070.69 as presented.

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

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

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/15/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/15/2021	63959 Accounts Payable	A.B. Dick Document Solutions		67.96
	Invoice		Date	Description	Amount
		33AR577480	04/07/2021	Printers	67.96
Check	04/15/2021	63960 Accounts Payable	AT&T		468.74
	Invoice		Date	Description	Amount
		JS4132021	04/07/2021	911 Lines	468.74
Check	04/15/2021	63961 Accounts Payable	ESS Midwest, Inc. / PCMI		10,526.89
	Invoice		Date	Description	Amount
		74885	04/07/2021	Sub Salaries & Fees	4,898.05
		75009	04/07/2021	Salaries & Fees	5,628.84
Check	04/15/2021	63962 Accounts Payable	Four Health Family Resource Center Inc.		775.00
	Invoice		Date	Description	Amount
		9902	04/07/2021	Bridging The Gap Contracted Services	775.00
Check	04/15/2021	63963 Accounts Payable	Granger		27.79
	Invoice		Date	Description	Amount
		22383944	04/07/2021	Curby Recyclers-JSH	27.79
Check	04/15/2021	63964 Accounts Payable	GreatAmerica Financial Services		1,112.26
	Invoice		Date	Description	Amount
		29045001	04/07/2021	Color Printers	1,112.26
Check	04/15/2021	63965 Accounts Payable	IONIA COUNTY SHOPPER'S GUIDE		189.00
	Invoice		Date	Description	Amount
		1000-4637	04/07/2021	Kindergarten Round-Up Ad	189.00
Check	04/15/2021	63966 Accounts Payable	Kimball Midwest		405.19
	Invoice		Date	Description	Amount
		8793289	04/07/2021	transportation Supplies	405.19
Check	04/15/2021	63967 Accounts Payable	Les's Sanitary Service		630.00
	Invoice		Date	Description	Amount

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/15/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		JS492021	04/07/2021	Trash Removal	630.00
Check	04/15/2021	63968 Accounts Payable	M.E.S.S.A.		8,895.32
		Invoice	Date	Description	Amount
		2105-0097168	04/07/2021	May Insurance Premium	8,895.32
Check	04/15/2021	63969 Accounts Payable	McPherson , Doug		110.00
		Invoice	Date	Description	Amount
		JS4132021	04/07/2021	Pole Vaults	110.00
Check	04/15/2021	63970 Accounts Payable	MENARDS-IONIA		469.00
		Invoice	Date	Description	Amount
		21749	04/07/2021	Covid Supplies-ES	35.94
		25583	04/07/2021	Maintenance Supplies	14.94
		33262	04/07/2021	Maintenance Supplies	39.12
		33203	04/07/2021	Maintenance Supplies	379.00
Check	04/15/2021	63971 Accounts Payable	METS		7,595.29
		Invoice	Date	Description	Amount
		16898	04/07/2021	Salaries & Fees	7,595.29
Check	04/15/2021	63972 Accounts Payable	OTTAWA AREA ISD		6,068.00
		Invoice	Date	Description	Amount
		17476	04/07/2021	MVU Consortium Purchase	6,068.00
Check	04/15/2021	63973 Accounts Payable	Pioneer Drama Service		231.00
		Invoice	Date	Description	Amount
		609003	04/07/2021	JSH Teaching Supplies	231.00
Check	04/15/2021	63974 Accounts Payable	PIONEER MANUFACTURING COMPANY		5,251.50
		Invoice	Date	Description	Amount
		INV783407	04/07/2021	Infield Condition/Mound Clay/Field Drag Mat	5,251.50
Check	04/15/2021	63975 Accounts Payable	REYNOLDS & SONS, INC		700.21
		Invoice	Date	Description	Amount
		103589	04/07/2021	Athletic Equipment	375.26
		103590	04/07/2021	Athletic Equipment	324.95

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/15/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/15/2021	63976 Accounts Payable	SCHOOL SPECIALTY INC.		538.25
	Invoice		Date	Description	Amount
	308103723466		04/07/2021	ES Office	384.07
	208127202226		04/07/2021	C Smith Order	30.73
	208126075057		04/07/2021	ES Teaching Supplies	(15.60)
	208126047843		04/07/2021	ES Teaching Supplies	(10.40)
	208127221378		04/07/2021	ES Office	33.90
	308103729016		04/07/2021	Barb C Order	115.55
Check	04/15/2021	63977 Accounts Payable	U. S. POSTMASTER		55.00
	Invoice		Date	Description	Amount
	JS3302021		04/07/2021	Stamps-SEF	55.00
Check	04/15/2021	63978 Accounts Payable	VILLAGE OF SARANAC		3,219.90
	Invoice		Date	Description	Amount
	JS472021		04/07/2021	Water/Sewer Cost/Jan-Mar.	3,219.90
GF CHECKING General Fund Checking Totals:			Transactions: 20		\$47,336.30
Checks:	20		\$47,336.30		



Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/15/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/15/2021	63979 Accounts Payable	FIRST UNUM LIFE INSURANCE COPANY		276.97
	Invoice		Description		Amount
	04135500019-521	04/15/2021	May Insurance Premium		276.97
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$276.97
Checks:		1	\$276.97		

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/15/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/15/2021	63980 Accounts Payable	SYNCB/Amazon		1,191.04
	<u>Invoice</u>		<u>Date</u>	<u>Description</u>	<u>Amount</u>
	463375869977		04/15/2021	Maintenance Supplies	57.36
	778384789339		04/15/2021	SEF Grant	256.12
	833463679458		04/15/2021	Laminating Film-ES	562.30
	758379489398		04/15/2021	Admin Office Supplies/JH Spec Ed Teaching Supplies	33.63
	975973973469		04/15/2021	Docking Station-Admin Laptops	269.00
	867798433755		04/15/2021	Admin Office Supplies	12.63
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$1,191.04
Checks:	1		\$1,191.04		

**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/16/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/16/2021	63981 Accounts Payable	Advanced Pension Solution Inc.		450.00
	Invoice	Date	Description		Amount
	4.16.21 PAYROLL	04/16/2021	4.16.21 PAYROLL		450.00
Check	04/16/2021	63982 Accounts Payable	American Fidelity Assurance Company		542.47
	Invoice	Date	Description		Amount
	1960714A	04/16/2021	CUSTOMER 95799		542.47
Check	04/16/2021	63983 Accounts Payable	HORACE MANN		1,503.85
	Invoice	Date	Description		Amount
	4.16.21 PAYROLL	04/16/2021	GROUP 210403A		1,503.85
Check	04/16/2021	63984 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
	4.16.21 PAYROLL	04/16/2021	CASE 2008-026265-DM		201.61
Check	04/16/2021	63985 Accounts Payable	Transamerica Employee Benefits		47.30
	Invoice	Date	Description		Amount
	4.16.21 PAYROLL	04/16/2021	4.16.21 PAYROLL		47.30
GF CHECKING General Fund Checking Totals:			Transactions: 5		\$2,745.23
Checks:	5	\$2,745.23			

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/22/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/22/2021	63986 Accounts Payable	American Fidelity Assurance		1,657.36
	Invoice	Date	Description		Amount
	D298344	04/22/2021	CUSTOMER 95799		1,657.36
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$1,657.36
Checks:	1	\$1,657.36			

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/23/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/23/2021	63987 Accounts Payable	A.B. Dick Document Solutions		1,073.44
	Invoice		Date	Description	Amount
		33AR580509	04/19/2021	JSH-Color Printers	263.52
		33AR581916	04/19/2021	Copiers	809.92
Check	04/23/2021	63988 Accounts Payable	Adams , Dylan		100.00
	Invoice		Date	Description	Amount
		JS4202021	04/19/2021	Labor to Repair Bus-072	100.00
Check	04/23/2021	63989 Accounts Payable	BEECH, DANA		225.00
	Invoice		Date	Description	Amount
		JS4202021	04/19/2021	Mental Health Counseling	225.00
Check	04/23/2021	63990 Accounts Payable	BLUE CROSS BLUE SHIELD		7,554.23
	Invoice		Date	Description	Amount
		007043024/521	04/15/2021	May Insurance Premium	7,554.23
Check	04/23/2021	63991 Accounts Payable	CRYSTAL FLASH ENERGY		2,968.88
	Invoice		Date	Description	Amount
		4801350	04/19/2021	Unleaded Gas	1,694.70
		4801360	04/19/2021	Diesel Fuel	1,274.18
Check	04/23/2021	63992 Accounts Payable	Gallagher Uniform		323.30
	Invoice		Date	Description	Amount
		10724563	04/19/2021	Towels & Uniforms	105.34
		1072554	04/19/2021	Towels & Uniforms	112.62
		10726519	04/19/2021	Towels & Uniforms	105.34
Check	04/23/2021	63993 Accounts Payable	Institute for Multi-Sensory Education		14,830.00
	Invoice		Date	Description	Amount
		123020	04/19/2021	Stephanie Smith-Training	14,830.00
Check	04/23/2021	63994 Accounts Payable	MCGEE, AMY		128.70
	Invoice		Date	Description	Amount
		JS4192021	04/19/2021	ES Teaching Supplies	128.70

Saranac Community Schools  
**Payment Batch Register**

Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/23/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/23/2021	63995 Accounts Payable	NAPA AUTO & TRUCK PARTS		378.72
	Invoice		Date	Description	Amount
		888070	04/19/2021	Bus Garage Supplies	61.19
		888136	04/19/2021	Parts	78.37
		888137	04/19/2021	Batteries & Core Deposit	239.16
Check	04/23/2021	63996 Accounts Payable	PORTLAND PUBLIC SCHOOLS		150.00
	Invoice		Date	Description	Amount
		JS4192021	04/19/2021	JV Baseball Invite Fee	150.00
Check	04/23/2021	63997 Accounts Payable	Priority Health		49,739.97
	Invoice		Date	Description	Amount
		211050000766	04/21/2021	May Insurance Premium	49,739.97
Check	04/23/2021	63998 Accounts Payable	Richardson , Robert		151.55
	Invoice		Date	Description	Amount
		JS4192021	04/19/2021	Athletic Supplies	151.55
Check	04/23/2021	63999 Accounts Payable	SARANAC COMMUNITY SCHOOLS		55.42
	Invoice		Date	Description	Amount
		CU4192021	04/19/2021	Postage/Custodial Supplies/Board Supplies	55.42
Check	04/23/2021	64000 Accounts Payable	SCHOOL SPECIALTY INC.		206.55
	Invoice		Date	Description	Amount
		308103730476	04/19/2021	JSH Order	154.27
		208127266070	04/19/2021	Harder Order	52.28
Check	04/23/2021	64001 Accounts Payable	The Rapid Group, LLC		90.00
	Invoice		Date	Description	Amount
		140086	04/19/2021	Medical Waste Disposal-Covid	90.00
GF CHECKING General Fund Checking Totals:			Transactions: 15		\$77,975.76
Checks:	15	\$77,975.76			

Saranac Community Schools  
**Payment Batch Register**

Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/23/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/23/2021	64002 Accounts Payable	Priority Health		4,446.78
	Invoice		Date	Description	Amount
	211050000796		04/21/2021	May Insurance Premium	4,446.78
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$4,446.78
Checks:		1		\$4,446.78	

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/27/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/27/2021	64003 Accounts Payable	Sutter , Jerry		90.00
	<u>Invoice</u>		<u>Date</u>	<u>Description</u>	<u>Amount</u>
	JS4272021		04/27/2021	Athletic Official	90.00
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$90.00
Checks:	1		\$90.00		



Saranac Community Schools  
**Payment Batch Register**

Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/29/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/29/2021	64004 Accounts Payable	Adams , Dylan		80.00
	Invoice		Date	Description	Amount
		JS4272021	04/27/2021	Labor to Repair Bus	80.00
Check	04/29/2021	64005 Accounts Payable	Elite Fund. Inc.		270.00
	Invoice		Date	Description	Amount
		7654	04/27/2021	USF Assistance	270.00
Check	04/29/2021	64006 Accounts Payable	ESS Midwest, Inc. / PCMI		5,512.83
	Invoice		Date	Description	Amount
		75156	04/27/2021	Sub Salaries & Fees	2,540.53
		75280	04/27/2021	Salaries & Fees	2,972.30
Check	04/29/2021	64007 Accounts Payable	Four Health Family Resource Center Inc.		387.50
	Invoice		Date	Description	Amount
		9922	04/27/2021	Bridging The Gap Contract Services	387.50
Check	04/29/2021	64008 Accounts Payable	General Rental of Ionia		360.00
	Invoice		Date	Description	Amount
		JS4232021	04/27/2021	Ditch Digging Along Front Drive	360.00
Check	04/29/2021	64009 Accounts Payable	IONIA PUBLIC SCHOOLS		300.00
	Invoice		Date	Description	Amount
		JS4262021	04/27/2021	JV BB/SB Invite Fee	300.00
Check	04/29/2021	64010 Accounts Payable	J.W. PEPPER & SON INC.		266.00
	Invoice		Date	Description	Amount
		363136237	04/27/2021	Sheet Music	140.00
		363145131	04/27/2021	Sheet Music	126.00
Check	04/29/2021	64011 Accounts Payable	Johnson Controls		336.00
	Invoice		Date	Description	Amount
		87698091	04/27/2021	Battery Fire Detector-Admin. Building	336.00
Check	04/29/2021	64012 Accounts Payable	KERKSTRA PORTABLE RESTROOM , SERVICE, INC.		380.00

Saranac Community Schools  
**Payment Batch Register**

Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/29/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice		Date	Description	Amount
	175269		04/27/2021	Portable Restroom Rental	95.00
	175366		04/27/2021	Portable Restrooms	285.00
Check	04/29/2021	64013 Accounts Payable	METS		4,556.87
	Invoice		Date	Description	Amount
	16948		04/27/2021	Salaries & Fees	4,556.87
Check	04/29/2021	64014 Accounts Payable	REYNOLDS & SONS, INC		176.00
	Invoice		Date	Description	Amount
	103639		04/27/2021	Athletic Equipment	176.00
GF CHECKING General Fund Checking Totals:			Transactions: 11		\$12,625.20
Checks:	11		\$12,625.20		

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 04/30/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	04/30/2021	64015 Accounts Payable	Advanced Pension Solution Inc.		450.00
	Invoice	Date	Description		Amount
	4.30.21 PAYROLL	04/30/2021	4.30.21 PAYROLL		450.00
Check	04/30/2021	64016 Accounts Payable	HORACE MANN		1,490.48
	Invoice	Date	Description		Amount
	4.30.21 PAYROLL	04/30/2021	GROUP 210403A		1,490.48
Check	04/30/2021	64017 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
	4.30.21 PAYROLL	04/30/2021	4.30.21 PAYROLL		201.61
GF CHECKING General Fund Checking Totals:			Transactions: 3		\$2,142.09
Checks:	3	\$2,142.09			

# Payment Register

From Payment Date: 4/1/2021 - To Payment Date: 4/30/2021

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference	
GF CHECKING - General Fund Checking										
<u>EFT</u>										
712	04/02/2021	Reconciled		04/30/2021	Accounts Payable	HealthEquity, Inc.	\$3,416.94	\$3,416.94	\$0.00	
713	04/02/2021	Reconciled		04/30/2021	Accounts Payable	INDEPENDENT BANK	\$144,725.24	\$144,725.24	\$0.00	
714	04/13/2021	Reconciled		04/30/2021	Accounts Payable	M.P.S.E.R.S.	\$56,292.38	\$56,292.38	\$0.00	
715	04/15/2021	Reconciled		04/30/2021	Accounts Payable	STATE OF MICHIGAN	\$10,937.71	\$10,937.71	\$0.00	
716	04/16/2021	Reconciled		04/30/2021	Accounts Payable	HealthEquity, Inc.	\$4,229.64	\$4,229.64	\$0.00	
717	04/16/2021	Reconciled		04/30/2021	Accounts Payable	INDEPENDENT BANK	\$145,740.60	\$145,740.60	\$0.00	
718	04/22/2021	Reconciled		04/30/2021	Accounts Payable	M.P.S.E.R.S.	\$50,328.59	\$50,328.59	\$0.00	
719	04/27/2021	Reconciled		04/30/2021	Accounts Payable	M.P.S.E.R.S.	\$57,782.29	\$57,782.29	\$0.00	
720	04/30/2021	Reconciled		04/30/2021	Accounts Payable	HealthEquity, Inc.	\$3,416.94	\$3,416.94	\$0.00	
721	04/30/2021	Reconciled		04/30/2021	Accounts Payable	INDEPENDENT BANK	\$138,375.34	\$138,375.34	\$0.00	
Type EFT Totals:							\$615,245.67	\$615,245.67	\$0.00	
GF CHECKING - General Fund Checking Totals							10 Transactions	\$615,245.67	\$615,245.67	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	10	\$615,245.67	\$615,245.67
	Voided	0	\$0.00	\$0.00
	<b>Total</b>	<b>10</b>	<b>\$615,245.67</b>	<b>\$615,245.67</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	10	\$615,245.67	\$615,245.67
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>10</b>	<b>\$615,245.67</b>	<b>\$615,245.67</b>

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	10	\$615,245.67	\$615,245.67
	Voided	0	\$0.00	\$0.00
	<b>Total</b>	<b>10</b>	<b>\$615,245.67</b>	<b>\$615,245.67</b>

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	0	\$0.00	\$0.00
	Reconciled	10	\$615,245.67	\$615,245.67
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	<b>Total</b>	<b>10</b>	<b>\$615,245.67</b>	<b>\$615,245.67</b>

Saranac Community Schools  
**Payment Batch Register**

Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 05/07/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	05/07/2021	64018 Accounts Payable	A.B. Dick Document Solutions		48.38
	Invoice		Date	Description	Amount
		33AR586485	05/03/2021	Printers	48.38
Check	05/07/2021	64019 Accounts Payable	Austin , Matthew		1,050.00
	Invoice		Date	Description	Amount
		0000007	05/03/2021	Mental Health Services	1,050.00
Check	05/07/2021	64020 Accounts Payable	Batzer , Haylee		300.00
	Invoice		Date	Description	Amount
		JCS05052021	05/03/2021	Tuition Reimbursement	300.00
Check	05/07/2021	64021 Accounts Payable	Capital Equipment Ionia		11.80
	Invoice		Date	Description	Amount
		274214	05/03/2021	Maintenance Supplies	11.80
Check	05/07/2021	64022 Accounts Payable	CLEAR RATE COMMUNICATIONS		338.85
	Invoice		Date	Description	Amount
		2704419	05/03/2021	Fax Lines	338.85
Check	05/07/2021	64023 Accounts Payable	CONSUMERS ENERGY		18,505.68
	Invoice		Date	Description	Amount
		Gas	05/03/2021	April Electric & Gas Cost	18,505.68
Check	05/07/2021	64024 Accounts Payable	CRYSTAL FLASH ENERGY		3,093.73
	Invoice		Date	Description	Amount
		4931350	05/03/2021	Unleaded Gas	1,754.25
		4931360	05/03/2021	Diesel Fuel	1,339.48
Check	05/07/2021	64025 Accounts Payable	ENGINEERED PROTECTION SYSTEMS / EPS		216.30
	Invoice		Date	Description	Amount
		A1246520	05/03/2021	Quarterly Monitoring-ES	216.30
Check	05/07/2021	64026 Accounts Payable	GreatAmerica Financial Services		1,112.26
	Invoice		Date	Description	Amount

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 05/07/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		29234928	05/03/2021	Color Printers-ES/JSH	1,112.26
Check	05/07/2021	64027 Accounts Payable	Hanson , Katelyn		200.00
		Invoice	Date	Description	Amount
		JCS04272021	05/03/2021	ES Teaching Supplies	200.00
Check	05/07/2021	64028 Accounts Payable	Hillard Electric, Inc.		23,996.00
		Invoice	Date	Description	Amount
		4303	05/03/2021	Replace Generator-Admin/Bus Garage	23,996.00
Check	05/07/2021	64029 Accounts Payable	IONIA COUNTY SHOPPER'S GUIDE		229.50
		Invoice	Date	Description	Amount
		1000-4722	05/03/2021	Kindergarten Ad	229.50
Check	05/07/2021	64030 Accounts Payable	JONES SCHOOL SUPPLY CO., INC.		180.43
		Invoice	Date	Description	Amount
		1808456	05/03/2021	Award Pins	180.43
Check	05/07/2021	64031 Accounts Payable	Les's Sanitary Service		630.00
		Invoice	Date	Description	Amount
		JCS05032021	05/03/2021	Trash Removal Cost	630.00
Check	05/07/2021	64032 Accounts Payable	LESLIE HIGH SCHOOL		165.00
		Invoice	Date	Description	Amount
		JCS05032021	05/03/2021	Track Invite Fee	165.00
Check	05/07/2021	64033 Accounts Payable	MCGEE, AMY		127.34
		Invoice	Date	Description	Amount
		JCS05062021	05/03/2021	ES Teaching Supplies	127.34
Check	05/07/2021	64034 Accounts Payable	PIONEER MANUFACTURING COMPANY		696.00
		Invoice	Date	Description	Amount
		INV786983	05/03/2021	Quick Strip Paint	696.00
Check	05/07/2021	64035 Accounts Payable	PORTLAND PUBLIC SCHOOLS		150.00
		Invoice	Date	Description	Amount
		JCS05032021	05/03/2021	Varsity BB/SB Tournament Fee	150.00

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 05/07/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	05/07/2021	64036 Accounts Payable	RASMUS TARA		288.50
	Invoice		Date	Description	Amount
		JS10202020	05/03/2021	Refund Tuition Payment	288.50
Check	05/07/2021	64037 Accounts Payable	SMITH, JASON		320.00
	Invoice		Date	Description	Amount
		JCS05042021	05/03/2021	Cell Phone Reimbursement/Feb.-May	320.00
Check	05/07/2021	64038 Accounts Payable	Swift Printing & Communications		116.60
	Invoice		Date	Description	Amount
		N80268	05/03/2021	Award Certificates	116.60
Check	05/07/2021	64039 Accounts Payable	THRUN LAW FIRM, P.C.		983.00
	Invoice		Date	Description	Amount
		269517	05/03/2021	Legal Services	983.00
Check	05/07/2021	64040 Accounts Payable	WESTERN TEL-COM, INC.		2,910.00
	Invoice		Date	Description	Amount
		034631	05/03/2021	Labor & Materials to Fix Internet-3/25/21	2,910.00
GF CHECKING General Fund Checking Totals:			Transactions: 23		\$55,669.37
Checks:	23	\$55,669.37			

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 05/07/2021

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	05/07/2021	64041 Accounts Payable	Encore Technology Group, LLC		3,718.71
	Invoice		Date	Description	Amount
	154938		05/07/2021	April Phone Bill	3,718.71
Check	05/07/2021	64042 Accounts Payable	Hi-Tec Building Services		6,879.19
	Invoice		Date	Description	Amount
	024908		05/07/2021	April Custodian Cost	6,879.19
Check	05/07/2021	64043 Accounts Payable	SMITH, JASON		71.02
	Invoice		Date	Description	Amount
	JCS05062021		05/07/2021	CDL Endorsement/Chauffeur/License-Renewal	71.02
GF CHECKING General Fund Checking Totals:			Transactions: 3		\$10,668.92
Checks:		3	\$10,668.92		



TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: ISD Board Member Election

Attached you will find a resolution, which needs to be completed by our Board designating the items listed below:

1. Selects the representative from our board;
2. Identifies the candidate(s) that the constituent Board supports for each position; and
3. Directs the representative to vote for such individual(s) at least on the first ballot.

The election is on June 7, 2021 at 10:00 am at the ISD.

Suggested Resolution

I move that the Saranac Board of Education appoints board member \_\_\_\_\_ to vote for *Linda Hoxie-Green* to the Ionia County ISD School Board as presented.

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

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

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

# ***RESOLUTION***

Saranac Community Schools, Saranac, Michigan

A regular meeting of the Saranac Community Schools Board of Education of said school district was held on the 17<sup>th</sup> day of May, 2021, at 6:15 o'clock pm.

The meeting was called to order by \_\_\_\_\_.

Present:

Absent:

The Board of Education acknowledged receipt of a notice of election to be held on Monday, June 7, 2021, from R. Maury Geiger, Secretary of the Board of Education of Ionia County Intermediate School District, Ionia, Michigan, for the purpose of election of one (1) board member(s) for the Ionia County Intermediate School District.

a) The Board of Education selects \_\_\_\_\_ as representative of said district.

b) The Board of Education supports \_\_\_\_\_ as their representative and further directs the representative to vote for: \_\_\_\_\_ on the first ballot.

I, the undersigned, Secretary of the Board of Education, Saranac, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Education Saranac, Michigan, at its Regular meeting held on May 17<sup>th</sup>, 2021, the original of which is part of the Board's minutes.

\_\_\_\_\_  
(Secretary, Board of Education)

\_\_\_\_\_  
(Date)

NOTICE OF BIENNIAL ELECTION OF THE BOARD OF EDUCATION OF  
IONIA COUNTY INTERMEDIATE SCHOOL DISTRICT, IONIA, MICHIGAN  
TO BE HELD MONDAY, JUNE 7, 2021

TO: Secretaries of the Constituent School Boards

FROM: R. Maury Geiger – Board Secretary for Ionia County Intermediate School District

Date: April 19, 2021

SUBJ: *Meeting of Electoral Body to Elect ISD Board Members*

In accordance with Section 614 of 1976 PA 451, as amended (the "Revised School Code"), you are hereby notified that the biennial election of the ISD Board by an electoral body composed of one (1) person designated by each of the ISD's constituent school districts will be held on **Monday, June 7, 2021 at 10:00 am** at the administrative offices; **2191 Harwood Road; Ionia MI.**

**RECOMMENDED**

To be eligible to vote, a certified copy of the Resolution of the constituent school district designating its representative must be filed with the Secretary of the ISD Board at or prior to the election of the members of the ISD Board. \*

*(\*This is because the electoral body should have copies of the local boards' resolutions on file at the commencement of the meeting to have a record of who is eligible to vote.)*

Notice of Biennial Election for Members of the  
**Ionia County Intermediate School District**  
**Board of Education**

10:00 am

Monday, June 7, 2021

Ionia County ISD Administration Building  
2191 Harwood Road  
Ionia MI 48846

Vacancy for one (1) position(s):  
Term six (6) years - July 1, 2021 to June 30, 2027

**Candidate**

(Nominated by Petition)

- (1) **Linda Hoxie-Green**
- (2)
- (3)

**Present Board Members**

<b>POSITION</b>	<b>TERM ENDING</b>	<b>NAME/ADDRESS</b>	<b>SCHOOL DISTRICT</b>
President	2021	Linda Hoxie-Green 6877 Mulder Drive Portland, MI 48875	Portland Public
Vice President	2023	Robert Insley 533 Rich St. Ionia, MI 48846	Ionia Public
Secretary	2025	R. Maury Geiger 1823 Red Creek Dr. Saranac, MI 48881	Saranac Community
Treasurer	2023	Brian Talbot 242 Oakwood Ct Ionia MI 48846	Ionia Public
Trustee	2025	Randy Masterson 95 Summit Street Saranac, MI 48881	Saranac Community

*R. Maury Geiger Secretary  
Board of Education  
Ionia County Intermediate School District*

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: SEA 2021-22 Schedule A Reopener

Suggested Resolution

I move that the Saranac Board of Education approve/deny the Saranac Education Association 2021-22 Schedule A Reopener increase of 1.75% as presented.

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

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

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

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: 2021-22 School Calendar

I will present this information at the meeting with approval so that we can get this information out to parents and the community.

Suggested Resolution

I move that the Saranac Board of Education approve the 2021-2022 school calendar as presented.

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

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

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

**2021-22 Calendar**

August 25 <sup>th</sup>	Opening Day – Administrators Meeting (3.0) Work Time (3.0)
August 26 <sup>th</sup> – 27 <sup>th</sup>	Professional Development Day (6.5)
August 30 <sup>th</sup>	First day with students-(half-day 3.25)
September 3 <sup>rd</sup>	Labor Day weekend- No school
September 6 <sup>th</sup>	Labor Day– No School
September 20 <sup>th</sup>	Professional Development (5.0)
October 11 <sup>th</sup>	Professional Development (5.0)
October 22 <sup>nd</sup>	No school for students or staff
November 24 <sup>th</sup> -26 <sup>th</sup>	Thanksgiving Break
December 20 <sup>th</sup> – Dec 31 <sup>st</sup>	Winter Break – No School
January 3 <sup>rd</sup>	School Resumes
January 21 <sup>st</sup>	Student and Staff Half-Day End of 1 <sup>st</sup> Semester (3.25)
February 21 <sup>st</sup>	Professional Development (5.0)
March 11 <sup>th</sup>	No school for students or staff
April 1 <sup>st</sup>	No School for Students or Staff
April 4 <sup>th</sup> – April 8 <sup>th</sup>	Spring Break
April 15 <sup>th</sup>	No school- Good Friday
May 16 <sup>th</sup>	Professional Development (5.0)
May 27 <sup>th</sup>	Half Day for Students & Staff (3.25)
May 30 <sup>th</sup>	Memorial Day – No School
June 7 <sup>th</sup>	Students Half Day (3.25) Teacher Worktime (3.0)
June 8 <sup>th</sup>	Half Day for Students & Teachers (3.25)

**Notes:**

Student instructional hours

169 days @ 6.33 hours/days	1,069.77	Minimum of 180 instructional days required
4 days @ 3.25 hours/days	13.00	Minimum of 1098 hours of instruction required
1 day @ 3.83 hours/day	3.83	
2 days @ 6.5 hours/days	13.00	
4 days @ 5 hours	<u>20.00</u>	

Teacher Professional Development towards instruction

**TOTAL 1,119.60**

169 Teachers Days @ 6.83 hours/days – includes lunch	1,154.27
1 Teacher Half Day @ 3.83 hours/days - includes lunch (6/7)	6.83
4 Teacher Half Days @ 3.58 hours/days – (8/30,1/21, 5/27, 6/8)	14.32
2 Professional Development Days – 6.5 hrs. /days (8/26 and 8/27)	13.00
4 Professional Development Day – 5 hrs. – (9/20, 10/11, 2/21, and 5/16)	20.00
Parent Teacher Conferences – (10/18-10/21 & 3/7-3/10)	15.00
Opening Day/Building Meetings – 8/25	3.00
Open House / Awards Night	1.00
Teacher Work Day – 3.0 hours/days (8/25 & 6/7)	6.00
Principal Meetings (To Be Determined)	<u>6.00</u>

**TOTAL HOURS 1,239.42**

First Day of School for Students – Aug. 30<sup>th</sup>

Last Day of School for Students – June 8<sup>th</sup>

Updated 5-4-2021

**Calendar is subject to change per COVID-19 guidelines**

Calendar - FY 21-22

July

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

August 4

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

September 20

		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

October 20

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

November 19

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

December 13

		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

January 21

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

February 20

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

March 22

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

April 14

				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

May 21

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

June 6

		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

- Full day-169
- Opening day (Admin meetings 3.0 Work time (3.0)-1
- PD (6.5 hours)-2
- Student 1/2 day (3.25)-4
- PD (5.0 hours)-4
- No school
- Student 1/2 day/ Staff work time (3.0)-1



TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Review Facility Use Form

I would like to review with you the Facility Use Forms.

# Saranac Community Schools

## Facility Use Information

225 Pleasant Street  
Saranac, Michigan 48881

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

### Scheduling District Facilities

- All requests shall be submitted on the Facility Use Form to the Facility Use Coordinator through the Superintendent's office
- School events shall take precedence over non-school events in scheduling
- While every attempt will be made to avoid rescheduling non-school events, advance notice will be given when rescheduling becomes necessary

### Fee Schedule

#### Category 1

- A. School sponsored or affiliated groups
- B. Organized nonpartisan community groups whose members live in the district
- C. Organized non-profit groups whose activity is to benefit the community

#### Category 2

- Private citizens residing in the district
- For profit groups within the district's geographical boundaries

#### Category 3

- Non-resident private citizens
- For profit groups outside of the district

Room/Building	Category 1	Category 2	Category 3
Any Gymnasium/Field	0	\$50/day	\$100/day
Cafeteria, multi-purpose room	0	\$50/day	\$100/day
High/Ele school	0	\$100	\$200
Board room	0	\$75	\$150
Kitchen	0	\$50 and \$25/hr staffing fee	\$75 and \$25/hr staffing fee
HS Auditorium	B and C \$25/hr. staffing fee	\$200 and \$25/hr. staffing fee	\$400/day and \$25/hr staffing fee
Any other room	0	\$75	\$100/day
Football Field	0	\$50	\$100
Lights on football field	B and C \$20=\$5/hr electrical fee	\$40+\$20/hr electrical fee	\$75+\$20/hr electrical fee

### Additional information and charges

- \$50 Category 2, \$100 Category 3 deposit is required with the unused portion returned after all fees have been paid
- Custodial/Grounds fees will be added if prior set up is requested even if during regular work hrs.
- Custodial/Grounds fees will be added when the facility is rented during non-regularly scheduled custodial hours or if the group requires custodial assistance
  - Custodial fee: \$25/hr with a \$75 minimum, weekdays and Saturday
  - Custodial fee: \$30/hr with a \$100 minimum on Sunday and district holidays
  - Custodial fees may be waived/adjusted by the superintendent when waived client accepts full responsibility for the building's use

### Equipment Rental Fees

Table	\$5/day		
Chair	\$1.00/day	Microphone/sound system	\$50/day
Coffee Pot and Coffee	\$20/pot	Projector and Screen	\$40/day

Other district equipment is not available for use by other than district personnel.

# Saranac Community Schools

225 Pleasant Street  
Saranac, Michigan 48881

## FACILITIES USE REQUEST (except Auditorium)

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

Check one:  One time Use  Multiple Uses  Repeated regular use

Person making the request \_\_\_\_\_ Date \_\_\_\_\_

Organization \_\_\_\_\_

Please include a copy of the organization's liability policy with this request.

Person in Charge \_\_\_\_\_ Phone \_\_\_\_\_

Address of person in charge \_\_\_\_\_

Building  HS  ES Room(s) requested \_\_\_\_\_

Date(s) requested \_\_\_\_\_

Hours access is required \_\_\_\_\_ to \_\_\_\_\_

Type of Function \_\_\_\_\_ No. of People \_\_\_\_\_ Price of Admission \_\_\_\_\_

School equipment needed \_\_\_\_\_

### Facility Use Expectations

1. Users are subject to all rules of the school district, state of Michigan and Village of Saranac.
2. Smoking or use of tobacco products is not permitted on School property including all outdoor areas.
3. Alcoholic beverages are not permitted on school district grounds.
4. Use is granted for a specific room, and those facilities such as drinking fountains and bathrooms closest to the room; groups should stay in that area and do not have permission to be in other parts of a building.
5. Putting up decorations or scenery or moving furniture is prohibited unless prior permission has been obtained from the building principal.
6. Nothing shall be sold, given, exhibited, or displayed without the prior authorization of the superintendent.
7. Children shall be closely supervised at all times.
8. No activity shall be permitted in which open flames are used unless approved by the fire department and the building principal or Operations Director.
9. Supplies, including paper, glue, tape, pencils, etc., are not available for use by groups using district facilities. In many cases they were purchased with individual, not district, funds.
10. Damages to facilities are the responsibility of the person signing the building use request. All rooms and facilities shall be carefully examined after use.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**Area for below is for district use. You are not officially granted permission until you receive a completed copy of this agreement and pay the deposit when applicable.**

Estimated fees	Category	1	2	3
Charge for room/area requested				_____
Custodial, Kitchen, or Auditorium fees	____ hrs X ____ rate			_____
Equipment use fees	_____			_____
ESTIMATED TOTAL				_____

Approved by \_\_\_\_\_ Date \_\_\_\_\_ Access card issues  yes  no

No deposit required or  Deposit of \_\_\_\_\_ Required by \_\_\_\_\_

# Saranac Community Schools

225 Pleasant Street  
Saranac, Michigan 48881

## HIGH SCHOOL AUDITORIUM USE REQUEST

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

Check one:  One time Use  Multiple Uses  Repeated regular use

Person making the request \_\_\_\_\_ Date \_\_\_\_\_

Organization \_\_\_\_\_

Please include a copy of the organization's liability policy with this request.

Person in Charge \_\_\_\_\_ Phone \_\_\_\_\_

Address of person in charge \_\_\_\_\_

Date(s) requested \_\_\_\_\_

Exact hours auditorium will be in used \_\_\_\_\_ to \_\_\_\_\_ Set up time \_\_\_\_\_

Seating \_\_\_\_\_ 150 seats or \_\_\_\_\_ 450 seats (schedule aux. Gym)

Will house lighting be enough for your event?  yes  no

Will you need more than 1 corded microphone on a stand for sound?  yes  no

Will you use any of our equipment? Please check  DVD  Computer/Internet

### Facility Use Expectations

1. Users are subject to all rules of the school district, state of Michigan and Village of Saranac.
2. Smoking or use of tobacco products is not permitted on School property including all outdoor areas.
3. Alcoholic beverages are not permitted on school district grounds.
4. Use is granted for the auditorium and those facilities such as drinking fountains and bathrooms closest to the auditorium; groups should stay in that area and do not have permission to be in other parts of a building.
5. Putting up decorations or scenery or moving furniture is prohibited unless prior permission has been obtained from the building principal.
6. Nothing shall be sold, given, exhibited, or displayed without the prior authorization of the superintendent.
7. Children shall be closely supervised at all times.
8. Damages to facilities are the responsibility of the person signing the building use request. All rooms and facilities shall be carefully examined after use.

**You MUST contact the auditorium supervisor at 616 642-1400 ten (10) working days before the event to set up support staff requirements.**

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

**Area for below is for district use. You are not officially granted permission until you receive a completed copy of this agreement and pay the deposit when applicable.**

Estimated fees	Category	1	2	3
Charge for room/area requested				
Custodial, Kitchen, or Auditorium staffing fees	____ hrs ____ rate			
Equipment use fees	_____			

### ESTIMATED TOTAL

Access card issues  yes  no

\_\_\_\_ No deposit required or \_\_\_\_ Deposit of \_\_\_\_ Required by \_\_\_\_

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: 2021-2022 Extracurricular Positions

The S.E.A. contract requires the appointment of individuals to extracurricular positions by June 30<sup>th</sup> for the following year. I have attached a listing of extracurricular positions. I will ask for Board action on the list at the June 7 meeting.

A list of recommended appointments is attached.

## 2021-2022 Extracurricular Positions

Middle School Student Council.....	Joel Manion
Music Director.....	Matt Stauffer
High School Student Council.....	Diana Smith
Yearbook Advisor.....	Diana Smith
National Honor Society Sponsor.....	Nancy Helminski
FFA Sponsors.....	Tracy Dahms & Susann Young
Junior Class Sponsor.....	Phyllis Plumley
Head Varsity Football.....	Bob Naylor
Head Junior Varsity Football.....	Raymundo Garcia
Assistant Football.....	Jason Kushmaul
Assistant Football.....	Noah Macomber
Varsity & JV Fall Sports Cheerleading.....	<i>Self Funded</i>
Varsity Girls Basketball.....	Steve Tompkins
JV Girls Basketball.....	Todd Chipman
8th Grade Girls Basketball.....	<i>Self-Funded</i>
7th Grade Girls Basketball.....	<i>Self-Funded</i>
Cross Country.....	Diana Smith
Varsity Volleyball.....	Amy McElvain
JV Volleyball.....	Danette Nordhof
7 <sup>th</sup> & 8 <sup>th</sup> Grade Volleyball.....	<i>Self Funded</i>
Varsity Boys Basketball.....	Dean Gage
JV Boys Basketball.....	Joe Lambert
Winter Varsity & JV Cheerleading.....	<i>Self Funded</i>
8th Grade Boys Basketball.....	<i>Self-Funded</i>
7th Grade Boys Basketball.....	<i>Self-Funded</i>
Varsity Softball.....	Greg Foster & Bob Richardson
JV Softball.....	Marcy Couturier
Varsity Baseball.....	Jon Olsen
JV Baseball.....	Jason Smith
Track.....	Diana Smith
Assistant Track.....	Erric Smith
Jr. High Track.....	<i>Self-Funded</i>
Boys/Girls Golf.....	<i>Self-Funded</i>
Soccer.....	<i>Self-Funded</i>
Wrestling.....	<i>Self-Funded</i>

**Updated: 3/2/2021**

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: 2021-2022 Budget Review

We will be reviewing the budget for FY: 2021-2022.

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: JSH High Principal's Contract for 2021-2023

I would like to provide an update to Mr. Leader's contract.