

Regular Meeting  
Monday, January 9, 2023 6:00 PM

Central Office Conference Room  
225 Pleasant St  
Saranac, Michigan 48881

## Agenda

1. Call to Order \_\_\_\_\_
2. Pledge of Allegiance
3. Oath of Office
4. Elect Acting Chairperson
5. Appoint Temporary Secretary
6. Annual Organization Meeting
  - 6.a. Nomination and Election of Officers:
    - 6.a.1) President
    - 6.a.2) Vice-President
    - 6.a.3) Secretary
    - 6.a.4) Treasurer
  - 6.b. Board Committees
  - 6.c. Board Compensation
  - 6.d. Appoint School Attorney
  - 6.e. Meeting Schedule for Calendar Year 2023
7. Adjournment of Organization Meeting: \_\_\_\_\_
8. Call to Order the Regular Meeting: \_\_\_\_\_
9. Additions, Deletions & Modifications to the Agenda
10. Approval of Minutes
11. Treasurer's Report
12. Comments from Guests - Agenda Items
13. Action Items
  - 13.a. Accept Gifts
  - 13.b. Pay Bills
  - 13.c. Special Election Resolution
  - 13.d. Reinstatement Committee Recommendation
14. Reports/Presentations
  - 14.a. Budget Amendment
15. Comments from Guests - Non Agenda Items
16. Superintendent's Report
17. Board Requests/Reports
18. Communications
19. Other
20. Adjournment \_\_\_\_\_

# 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

## **Election of Acting Chairperson:**

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ and unanimously approved that the Saranac Board of Education appoint \_\_\_\_\_ as acting Chairperson until the election of the President is decided.

Acting Chairperson, \_\_\_\_\_ appointed \_\_\_\_\_ as temporary Secretary until such time as the Secretary of the Board of Education has been elected

.....

## ***We will now move to the Annual Organizational Meeting and begin with the Nomination and Election of the President.***

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that \_\_\_\_\_ be nominated for **President** of Saranac Board of Education for calendar year 2023.  
Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that the nominations be closed and a ballot be cast for \_\_\_\_\_ as **President**.

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

Roll Call Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

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Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that \_\_\_\_\_ be nominated for **Vice-President** of Saranac Board of Education for calendar year 2023.  
Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that the nominations be closed and a ballot be cast for \_\_\_\_\_ as **Vice-President**.

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

Roll Call Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that \_\_\_\_\_ be nominated for **Secretary** of Saranac Board of Education for calendar year 2023.  
Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that the nominations be closed and a ballot be cast for \_\_\_\_\_ as **Secretary**.

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

Roll Call Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

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Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that \_\_\_\_\_ be nominated for **Treasurer** of Saranac Board of Education for calendar year 2023.  
Motion by \_\_\_\_\_, supported by \_\_\_\_\_ that the nominations be closed and a ballot be cast for \_\_\_\_\_ as **Treasurer**.

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

Roll Call Vote: Yes \_\_\_\_\_ No \_\_\_\_\_

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Board Committees for Calendar Year - 2023

POLICY: 0155

The board may establish committees at the beginning of each year.

- Negotiations Committee
  - a.
  - b.
  - c.
  
- Finance Committee
  - a.
  - b.
  - c.
  
- Athletics Committee
  - a.
  - b.
  - c.
  
- Operations/Facility
  - a.
  - b.
  - c.
  
- Strategic Plan
  - a.
  - b.
  - c.
  
- Reinstatement Committee
  - a.
  - b.
  - c.

TO: Board of Education  
FROM: Jason Smith, Superintendent  
SUBJECT: Board Member Compensation  
POLICY: 0144.1 – Compensation

Board Policy 0144.1 states:

*“Board members shall receive not more than \$20 per meeting up to a total of not more than fifty-two (52) meetings (including committee meetings) as compensation for their services. Expenses of a Board member shall be reimbursed when incurred in the performance of the Board member’s duties or in the performance of functions authorized by the Board and duly vouchered.”*

In 2000, the rate was changed from \$20 to \$25. The rate of \$20 per meeting was changed for the 2009-10 school year. \$20 will remain in effect for regular and special meetings of the Board, including meetings of the Board’s Teacher Negotiations and the Support Staff Negotiations Committees unless and until such time as the Board chooses to revise the above policy. The June 16, 2016 meeting the board approved to withhold any compensation from July to December, 2016 to show that they are also making efforts to save money in the budget.

The school board has chosen not to accept pay from 2016 – 2021.

Suggested Resolution

I move that the Saranac Board of Education approve/deny compensation for meetings. If approved then the board sets an amount of \_\_\_\_\_ per meeting as presented.

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

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

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

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Appoint School Attorney

POLICY: 0154 – Organizational Meeting – Business Matters – “D”

Compensation for duties and services shall be agreed to by the attorney and the board in the retention agreement which shall set forth the annual retainer and supplemental charges.

I recommend we use the firm of Thrun Law Firm, P.C., of Lansing, Michigan and approve the annual retainer and supplemental charges as detailed in their letter dated January 2<sup>nd</sup>, 2023

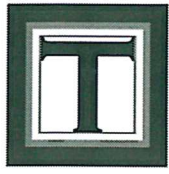
Suggested Resolution

I move that the Saranac Board of Education recommend and appoint the firm of Thrun Law Firm, P.C. and their annual retainer and supplemental charges as detailed in their letter dated January 2<sup>nd</sup>, 2023 as presented.

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

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

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



# THRUN

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LISA L. SWEM  
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CHRISTOPHER J. IAMARINO  
RAYMOND M. DAVIS

MICHELE R. EADDY  
KIRK C. HERALD  
MATTHEW F. HISER  
ROBERT A. DIETZEL  
KATHERINE WOLF BROADDUS  
DANIEL R. MARTIN

JENNIFER K. STARLIN  
TIMOTHY T. GARDNER, JR.  
IAN F. KOFFLER  
FREDRIC G. HEIDEMANN  
RYAN J. NICHOLSON  
CRISTINA T. PATZELT

PHILIP G. CLARK  
PIOTR M. MATUSIAK  
JESSICA E. MCNAMARA  
RYAN J. MURRAY  
ERIN H. WALZ  
MACKENZIE D. FLYNN

KATHRYN R. CHURCH  
MARYJO D. BANASIK  
CATHLEEN M. DOOLEY

GORDON W. VANWIEREN, JR. (OF COUNSEL)  
MARGARET M. HACKETT (OF COUNSEL)

January 2, 2023

Dear Client:

Welcome to the new year! In 2022, school officials continued to see their schools at the epicenter of many of our most divisive social issues. We are grateful to our school clients for their dedication, passion, and professionalism in light of the many challenges posed in 2022. We are honored to provide guidance and be by your sides to help manage those circumstances.

Our attorneys assisted school clients with numerous issues in 2022, including – to name just a few – increased student services matters, library book challenges, ongoing school safety concerns, complicated election issues, and the continued web of federal ESSER funds spending regulations.

Additionally, our retainer clients received numerous E-Blasts, had access to client webinars on a variety of topics, and continued to receive their monthly edition of *School Law Notes* throughout the year.

Thrun Law Firm prides itself on providing high-quality, practical, and cost-effective legal services to our school clients. This letter explains in detail the costs and benefits of becoming or continuing as a retainer client. We believe that, more than ever, the services we provided in 2022 highlight the value of that relationship.

We look forward to continuing our attorney-client relationship with you. We appreciate your confidence in us and will strive throughout 2023 to provide your school with superior legal services.

## **Retainer Fee**

Enclosed is our retainer fee statement in the amount of \$2,500 for the 2023 calendar year, which remains unchanged from 2022. This fee establishes an attorney-client relationship that covers extensive legal resource availability. Thrun Law Firm has 29 attorneys, each of whom focuses on school law and works with public school officials on a daily basis. Our experience in this highly specialized area of law ensures effective and efficient representation for our school clients.

## **Benefits of Retainer Relationship**

- Substantially lower hourly rates than those charged to non-retainer clients.
- No charge for occasional brief telephone calls.
- Access to all of our attorneys across all practice groups.



Retainer Client  
January 2, 2023  
Page 2 of 4

- Reduced pricing for the initial purchase of, and annual updates for, the Thrun Policy Service.
- Access to model language and forms that are generally provided without charge or for a nominal flat fee.
- *School Law Notes*, our monthly retainer client newsletter, which contains timely information about current legal issues affecting school districts, boards of education, and school officials.
- Access to our annual spring webinar series at no additional charge.
- Periodic, prompt electronic notices (E-Blasts) about important legal developments.
- We also provide additional valuable services at no charge to our retainer clients regarding pertinent legal developments that affect your school district's day-to-day operations. Recent examples of those services include:
  - reviewing forms, such as the annual Municipal Finance Qualifying Statement, that school districts are required to file with governmental agencies;
  - regularly attending meetings of the State Tenure Commission and the Michigan Employment Relations Commission to monitor developments under the laws administered by those agencies;
  - analyzing State Tenure Commission decisions, special education due process decisions, property transfer decisions, and pupil accounting decisions; and
  - serving as a resource to statewide school management membership organizations on a variety of legal issues.

We take great pride in preparing our E-Blasts and *School Law Notes* newsletter in an accessible format that emphasizes “plain English,” avoids “legalese,” and provides our clients with practical legal information, including model forms, resolutions, and other helpful documents. For example, the newsletter annually includes summer tax and truth-in-taxation resolution forms at no additional cost. Past editions of the *School Law Notes* newsletter (January 2008 to present) are available in a searchable electronic format on our website ([www.thrunlaw.com](http://www.thrunlaw.com)) exclusively for our retainer clients.

### **Practice Areas**

In addition to our extensive trial and appellate practice before Michigan and federal courts, as well as various state and federal administrative agencies, Thrun Law Firm offers a broad range of legal services for public school districts, which are described in Attachment A to this letter.





Retainer Client  
January 2, 2023  
Page 3 of 4

### Fees

For 2023, fees will be billed for retainer and non-retainer clients at the following hourly rates:<sup>1</sup>

<u>Shareholder</u>		<u>Senior Associate</u>		<u>Associate</u>	
Retainer	\$300	Retainer	\$280	Retainer	\$250
Non-Retainer	\$340	Non-Retainer	\$320	Non-Retainer	\$300

Election issues involving ballot questions and finance issues (i.e., bonds, tax and state aid anticipation notes, installment purchase agreements, and lines of credit) are billed on a flat fee basis. With the exception of an election for a regional enhancement millage,<sup>2</sup> our 2023 school millage/bond election fee is \$1,950 for retainer clients and \$2,350 for non-retainer clients.<sup>3</sup> This fee covers our review of existing millages and potential needs, as well as preparation of the necessary calendar, resolutions, ballot language, and related documents. We retain a copy of the entire proceedings for school district elections. Consequently, if an issue arises about an election, either for a potential borrowing or any court action, we have a complete transcript of the election proceedings on site for use in addressing the matter. We also maintain a database for our use regarding each election client that has important information about millage expiration dates. This information allows our attorneys to provide our clients with the advice they need to help determine when a school district's millage should be renewed by voters.

Our fee for a school bond financing is determined by the nature and amount of the bond issue, while fees for other types of finance issues are determined primarily by the amount of the financing. Our bond counsel fees are all-inclusive - clients are not billed for additional expenses such as in-state travel, telecommunications, copies, shipping, and other related costs. However, fees for architect, construction manager, energy performance, construction contract reviews and related construction or renovation matters are considered separate and are billed at the applicable hourly rate. Board member election questions are also generally billed on an hourly basis.

### Forms

All governmental units and nonprofit organizations, including public school districts, are required to issue a Form 1099 to each law firm to which any payment for legal services was made during calendar year 2022. Please submit your school district's Form 1099 to us *by January 31, 2023*.

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<sup>1</sup> Please note, if the retainer fee is not paid by March 31, 2023, billing rates will be adjusted to the non-retainer rates.

<sup>2</sup> Our fee for a regional enhancement millage election is \$1,950 or \$2,350, as applicable, plus an additional \$100 for each constituent school district.

<sup>3</sup> When a bond election passes, the election fee is waived and incorporated into our bond counsel fee that is billed when the related bonds are issued.



Retainer Client  
January 2, 2023  
Page 4 of 4

In anticipation of your request for our federal taxpayer identification number, we have enclosed a completed Substitute Form W-9 for your files.

**Conclusion**

We look forward to being of continuing service to your school district in 2023. If you would like additional information regarding our legal services, please do not hesitate to contact us.

Very truly yours,

THRUN LAW FIRM, P.C.

Enclosures: Retainer Fee Statement  
Substitute Form W-9

## ATTACHMENT A

### *Board Counsel*

- Board policy
- Board operations
- Business contracts
- Construction and real estate matters
- Finance and elections
- Freedom of Information Act (FOIA)
- Labor and employment
- Litigation, administrative law, and appeals
- Open Meetings Act (OMA)
- Special education
- State aid/pupil accounting
- Student matters

### *Business Contracts*

- Arbitration and mediation
- Competitive bidding and procurement/RFPs
- Construction and architectural agreements
- Cooperative service agreements
- Donations and charitable giving arrangements
- Energy improvement projects
- Environmental protection and remediation
- Formation of business entities (including 501(c)(3) organizations)
- General business agreements
- Trademarks and service marks
- Intergovernmental agreements
- Investment and depository agreements
- Real estate transactions
- Technology and telecommunication agreements
- Third party service agreements
- Zoning and ordinance compliance

### *General School Law*

- Constitutional law, including free speech, religion, search & seizure, and due process
- Family Educational Rights and Privacy Act (FERPA)
- Freedom of Information Act (FOIA)
- Open Meetings Act (OMA)
- Revised School Code
- State Aid Act
- Board policy drafting and review
- Board governance, including Robert's Rules of Order
- Incompatibility of public offices and conflicts of interest

### *Labor and Employment*

- Administrative hearings
- Americans with Disabilities Act (ADA)
- Arbitration and mediation
- Civil rights and discrimination (EEOC and MDCR)
- Collective bargaining agreements
- Contract negotiations
- Employee contracts
- Employment regulations (OSHA, MIOSHA, and DOL)
- Employment-related investigations
- Fact finding
- Fair Labor Standards Act (FLSA)
- Family and Medical Leave Act (FMLA)
- Management strategies
- MPSERS
- Patient Protection and Affordable Care Act
- PERA and MERC
- Personnel policies and procedures
- Teacher tenure
- Unemployment
- Wage and hour compliance
- Whistleblowers' Protection Act

### *Litigation, Administrative Law, and Appeals*

- Arbitration and mediation
- Civil rights litigation
- Construction arbitration, mediation, and litigation
- Defense of insured claims
- Employment litigation
- Fair Labor Standards Act (FLSA)/wage and hour claims
- MDCR complaints
- MERC hearings and appeals
- OCR complaints
- Teacher tenure and appeals
- Property tax appeals
- Property transfers
- Special education/Section 504/ADA claims
- State aid and pupil accounting appeals
- Unemployment compensation claims
- Whistleblowers' Protection Act
- Workplace safety claims
- Wrongful discharge claims

*Public Finance and Elections*

Annexations and consolidations  
Ballot drafting, including millage, bond, and other proposals  
Campaign Finance Act compliance  
Competitive bidding  
Emergency loan notes  
Energy bonds  
Energy loan notes  
Equipment leases and lease purchase agreements  
Headlee restoration and Headlee hedge proposals  
Installment purchase agreements  
Intermediate school district millages, including CTE, special education, and regional enhancement millages  
Investment of funds  
Lines of credit  
Michigan Finance Authority borrowings  
Operating millage renewals  
Permitted use of bond and note proceeds  
Post-issuance compliance  
Public recreation millage  
Revenue bonds  
School Bond Qualification and Loan Program  
Sinking fund millage  
Special assessment bonds  
State aid notes (SANs)  
State Building Authority borrowings  
Tax anticipation notes (TANs)  
Truth-in-taxation and budget hearings  
Voted and non-voted bonds, including capital improvement bonds

*Special Education*

Americans with Disabilities Act (ADA)  
Auxiliary services  
Child find, evaluations, and eligibility  
Cooperative agreements and contracted services  
Defense of insured claims  
Due process complaints and hearings  
Extracurricular activities  
FAPE, LRE, and placement  
Funding  
IEP Team meetings  
Individuals with Disabilities Education Act (IDEA)  
In-services and workshops

Mediation  
OCR, MDCR, and MDE complaints  
Private schools and private placement  
Related services, supplementary aids, and accommodations  
Resolution meetings  
Schools of choice and 105c agreements  
Section 504  
State and federal court litigation  
Student discipline

*State Aid and Pupil Accounting*

Certification penalty appeals  
Program compliance review  
Pupil accounting procedures  
State aid appeals (all levels)  
State School Aid Act

*Student Matters*

Athletics and extracurricular activities  
Board policy changes and interpretations  
Child protection law  
CIPA and COPPA  
Curriculum  
Discipline  
Dress code  
Due process  
Electronic devices  
Family Educational Rights and Privacy Act (FERPA)  
Free speech rights  
Handbooks  
Religious exercises and the Equal Access Act  
Residency  
Search and seizure  
Special education and Section 504 implications  
Titles IV, VI, VII, and IX

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Board Meeting Dates - 2023

At the last couple of board meetings, we reviewed the meeting dates for calendar year 2023.

<b>1/9/2023</b>	
<b>2/20/2023</b> <b>Workshop</b>	2/25/2023 workshop
<b>3/13/2023</b>	3/27/2023
<b>4/17/2023</b>	
<b>5/15/2023</b>	
<b>6/5/2023</b>	6/26/2023
<b>7/24/2023</b>	
<b>8/7/2023</b>	8/21/2023
<b>9/18/2023</b>	
<b>10/23/2023</b>	
<b>11/20/2023</b>	
<b>12/18/2023</b>	

The board-meeting calendar would include 4 months with two meetings.

Meetings would begin at 7:00 pm

Meetings located at (unless otherwise noted)

Saranac Community Schools  
225 Pleasant St  
Saranac, MI 48881

Suggested Resolution

I move that the Saranac Board of Education approve the 2023 calendar dates as presented.

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

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

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

Saranac Community Schools  
Board of Education  
Meeting # 8

The regular meeting of the Saranac Community Schools Board of Education was held on December 19th, 2022 in the Conference Room, Saranac Central Office, 225 Pleasant St, Saranac, MI 48881.

Board President, Sarah Doll called the meeting to order at 5:31pm.

Present: Doll, Hawkins, Price, VanKuiken, Hesche, and Elliott  
Absent: Courtney

Mr. Roy Hawkins led in the Pledge of Allegiance.

**ADDITIONS, DELETIONS, & MODIFICATIONS TO THE AGENDA:** Action item 7F was added for Approval of Funds

**APPROVAL OF MINUTES:** Minutes stand approved as presented

**TREASURER'S REPORT:** The Treasurer's report for November was approved as presented.

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

**ACCEPT GIFTS:** Motion by VanKuiken, supported by Hesche and unanimously approved that the Saranac Board of Education accept the gifts as listed below totaling \$115,200.00 for the month of November and December as presented.

### Donations

FY: 2022-23

To:	Donation for:	Amount
Saranac Education Foundation	Elementary Tutoring Program	\$ 115,000.00
Saranac Promise	Donation	\$ 200.00
<b>Total This Month</b>		<b>\$ 115,200.00</b>
<b>Total Gifts for 2022-2023 Including This Month</b>		<b>\$ 140,277.13</b>

**BILLS PAID:** Motion by Elliott, supported by VanKuiken and unanimously approved that the Saranac Board of Education approve the bills paid from the General Fund for November and December in the amount of \$223,014.76 as presented.

**SET ORGANIZATION MEETING DATE:** Motion by Doll, supported by Hawkins and unanimously approved that the Saranac Board of Education set January 9th, 2023 as the Organizational Meeting Date as presented.

**APPROVE NEOLA POLICY UPDATES (SEPT-2022):** Motion by Hawkins, supported by Hesche and unanimously approved that the Saranac Board of Education approve the Neola Policy updates for September-2022 as presented.

#### **Bylaw 0144.1 - Compensation (Revised)**

This policy revision is offered to accommodate the IRS guidance regarding payments to School Board members. See Legal Alert #5.

This revision should be adopted to maintain accurate policies.

#### **NEW Policy 6108 - Authorization to Use Electronic Transfer of Funds and Automated Clearing House Arrangements (NEW)**

This new policy is provided in response to client requests. In order to utilize electronic fund transfers and automated clearing house (ACH) arrangements and transactions, the District must have a written ACH policy in place. This policy includes the components required by Michigan statute.

This policy should be adopted in order to utilize electronic fund transfers and automated clearing house arrangements and transactions.

#### **Policy 6460 – Vendor Relations (Revised)**

This policy has been revised at client request to provide optional language that allows for preferred vendor access to students and their parent/guardian for non-district purchases.

This option is offered for consideration.

#### **Policy 6700 - Fair Labor Standards Act (FLSA) (Revised)**

More than a decade ago, Congress passed a law amending Section 7 of the Fair Labor Standards Act (“FLSA”), mandating that eligible employees be provided reasonable breaks and private facilities to express breast milk during the first year after the birth of their child. It is important to keep in mind that the FLSA overtime and lactation provisions only apply to certain employees in an organization, but not all of them. For public schools, typically non teaching employees, such as bus drivers, custodians, and secretaries, are covered by the FLSA. However, professional employees like teachers, administrators, and IT staff are usually exempt from overtime and other FLSA provisions including those mandating breaks for lactation. However, school employers may elect to provide this type of benefit and support for exempt employees. Therefore, language has been added that summarizes a board of education’s obligation to provide reasonable breaks and private facilities for FLSA-eligible employees to express breast milk. In the new AG 6700, optional language provides the same benefit to FLSA-exempt employees to the extent the employees may be accommodated without materially disrupting school operations or employee duties. Such an option is not required and in some cases may be difficult or nearly impossible to accommodate. Many employers attempt to provide similar accommodations/benefits for all employees, regardless of status or assignment.

A legal alert accompanies this change and summarizes a board of education’s duties with regard to this topic.

### **Policy 7440.03 - Small Unmanned Aircraft Systems (sUAS) (Revised/Technical Correction)**

Policy and AG 7440.03 have been updated to incorporate changes in Federal regulations pertaining to the operation of drones at night or over people.

The proposed revision to the policy adds the new Federal regulation citation to the policy. If, in reviewing the policy template, a change to the current policy would be considered a revision or the addition of a new policy. Otherwise, the change would be considered a Technical Correction. The proposed revisions to the AG are consistent with the current state of the law and should be adopted.

### **Policy 9150 - School Visitors (Revised)**

The proposed revision to this policy reflects the recent changes required by amendments, approved by the Governor, to the Sex Offender Registration Act (SORA). The change was made to Policy 8400 in a recent update

This revision should be considered in order to have consistent policies and to remain compliant with Michigan law.

**APPROVE SAFETY AND SECURITY PROJECT:** Motion by Hesche, supported by Price and unanimously approved that the Saranac Board of Education approve the camera expenditure, not to exceed quoted amount, as presented.

This project has been an ongoing project for the past 4 years. No general funds are being used to fund this project. Funds will be used from Section 97 and ESSER funds. This camera system will not have face recognition level software and will not be able to track individuals using facial recognition. The system will allow future cameras to be purchased and will be able to connect to the door system in the future.

**APPROVAL OF FUNDS:** Motion by Elliott, supported by Hawkins and unanimously approved that the Saranac Board of Education approve the Vertical Lift Batting Cage expenditure, not to exceed \$28,500 + Ancillary costs, as presented.

This project is being funded by ESSER III funds and will help to resolve space issues in the Main Gym Balcony which impacts Baseball, Softball, and Wrestling. The lift system presented will help to maximize space in the balcony.

**SPECIAL ELECTION:** Ian Koffler, from Thrun Law Firm, presented to the board the calendar to hold a special election in May of 2023 for the Operating Millage Renewal Proposal, also known as the Headlee Rollover. This proposal will allow the school district to continue to levy the statutory rate. This is only a renewal and not an increase of mills.

**BOARD MEETING DATES FOR 2023:** The board reviewed the meeting dates for 2023. These dates will be approved at the organizational board meeting on January 9th.

**COMMENTS FROM GUESTS - NON AGENDA ITEMS:** Cathy Cooper and Alicia Zeller attended the meeting representing the Elementary school. Mrs Cooper and Ms Zeller thanked the board and administrators for the gift of new Redhawk gloves and mouse pads. The board had an opportunity to welcome Ms. Zeller to the district.

**SUPERINTENDENT'S REPORT:** Superintendent Smith reported to the board that the Wrestling team won the home tournament that past weekend. Superintendent Smith noted that there will be a new committee set up for readmittance per board policy 5610. Superintendent



Smith will call a committee meeting for a request for readmittance set for January 4th. This committee will consist of 2 board members, 2 administrators, 1 staff member and 1 parent. Mock Rock will be Tuesday December 20th. Mrs. Smith has put together another fabulous show for the Jr Sr High. Parents are welcome to attend. The board will have its first expulsion hearing of the school year on January 5th at 6:30pm.

**BOARD REQUESTS/REPORTS:** Mr. Price reported to the board that the Finance Committee will be adding signing bonuses for Math/Science/STEAM positions to the FY 2024 budget. The JSH has an opening for an English teacher. There will be a long term sub in the classroom beginning after break until the position is filled.

**COMMUNICATIONS:** Winter gloves and mouse pads have been distributed from the Board and the Administration team to all teaching staff. Winter gloves have been delivered to all supporting staff, food service staff, and the transportation team. The board presented Superintendent Smith and Mrs. Bowen with Christmas gifts to show their appreciation to both.

**OTHER:** None

There being no further business to come before the Board at this time, and no objections, the meeting adjourned at 6:39pm.

Respectfully submitted,

Roy D. Hawkins  
Secretary

SARANAC COMMUNITY SCHOOLS  
GENERAL FUND TRIAL BALANCE  
AS OF DECEMBER 31, 2022

Cash Checking	\$402,198.24
Cash Payroll Checking	\$1,336.69
Petty Cash Petty Cash	\$400.00
Petty Cash Cash on Hand - Athletic Cash Box	\$800.00
Due From Other Funds Food Service	\$24.50
Inventory Supplies	\$59,224.27
Investments	\$1,010,753.17
Investments Certificate of Deposit	\$261,809.49
Prepaid/Deferred Expenditures Apple iPad Apps	\$94.05
<b>TOTAL ASSETS</b>	<u><u>\$1,736,640.41</u></u>
Accounts Payable Workers Comp	\$6,172.05
Tax Anticipation Notes and Loans Payable	\$1,000,000.00
Due to Other Governmental Units Taxes Retirement	\$82,345.95
Due to Other Governmental Units Taxes Retirement - Stabilization 147c	(\$214,442.12)
Payroll Related Accrual Liabilities State Withholding Tax EFT	\$14,034.27
Payroll Related Accrual Liabilities Insurance Employee Portion	\$343.66
Accrued Expenditures	\$305.58
Salaries Payable Terminal Leave Payable	\$3,994.55
Unearned Revenue	\$385,021.09
<b>TOTAL LIABILITIES</b>	<u><u>\$1,277,775.03</u></u>
Beginning Fund Balance	\$1,840,029.60
Fund Revenues	\$2,527,301.27
Fund Expenses	(\$3,908,465.49)
<b>TOTAL FUND BALANCE</b>	<u><u>\$458,865.38</u></u>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u><u>\$1,736,640.41</u></u>

SARANAC COMMUNITY SCHOOLS  
 GENERAL FUND REVENUES  
 AS OF DECEMBER 31, 2022

	Adopted Budget	Actual	Budget - Actual	% Used/Rec'd
100 - Revenue from Local Sources	\$1,103,062.00	\$203,433.50	\$899,628.50	18.44%
300 - Revenue from State Sources	\$8,364,265.00	\$2,293,694.45	\$6,070,570.55	27.42%
400 - Revenues from Federal Sources	\$680,912.00	\$26,727.15	\$654,184.85	3.93%
500 - Incoming Transfers and Other Transactions	\$210,831.00	\$1,713.67	\$209,117.33	0.81%
600 - Fund Modifications	\$14,917.00	\$1,732.50	\$13,184.50	11.61%
	<u>\$10,373,987.00</u>	<u>\$2,527,301.27</u>	<u>\$7,846,685.73</u>	<u>24.36%</u>

SARANAC COMMUNITY SCHOOLS  
GENERAL FUND EXPENDITURES  
AS OF DECEMBER 31, 2022

Function *	Function * Code	Adopted Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function*	1111 - Elementary	\$3,353,201.00	\$67.04	\$1,061,283.09	\$2,291,850.87	31.65%
Function*	1112 - Middle/Junior High	\$746,317.00	\$0.00	\$245,668.75	\$500,648.25	32.92%
Function*	1113 - High School	\$1,568,021.00	\$3,816.40	\$542,624.99	\$1,021,579.61	34.85%
Function*	1119 - Summer School	\$17,227.00	\$0.00	\$7,100.00	\$10,127.00	41.21%
Function*	1122 - Special Education	\$931,288.00	\$0.00	\$301,423.44	\$629,864.56	32.37%
Function*	1125 - Compensatory Education	\$301,413.00	\$0.00	\$79,769.09	\$221,643.91	26.47%
Function*	1212 - Guidance Services	\$221,969.00	\$0.00	\$75,993.71	\$145,975.29	34.24%
Function*	1215 - Speech Pathology and Audiology Services	\$174,482.00	\$0.00	\$0.00	\$174,482.00	0.00%
Function*	1216 - Social Work Services	\$13,588.00	\$0.00	\$1,368.75	\$12,219.25	10.07%
Function*	1219 - Other Pupil Support Services	\$12,220.00	\$0.00	\$3,755.63	\$8,464.37	30.73%
Function*	1221 - Improvement of Instruction	\$302,003.00	\$0.00	\$116,405.16	\$185,597.84	38.54%
Function*	1222 - Educational Media Services	\$46,678.00	\$0.00	\$16,008.58	\$30,669.42	34.30%
Function*	1226 - Supervision and Direction of Instructional Staff	\$44,687.00	\$0.00	\$13,781.30	\$30,905.70	30.84%
Function*	1227 - Academic Student Assessment	\$500.00	\$0.00	\$0.00	\$500.00	0.00%
Function*	1231 - Board of Education	\$65,977.00	\$0.00	\$41,020.94	\$24,956.06	62.17%
Function*	1232 - Executive Administration	\$259,232.00	\$0.00	\$125,727.87	\$133,504.13	48.50%
Function*	1241 - Office of the Principal	\$331,555.00	\$50.32	\$140,141.29	\$191,363.39	42.28%
Function*	1242 - Junior High Sch Principal Admin	\$171,316.00	\$0.00	\$79,436.88	\$91,879.12	46.37%
Function*	1243 - Senior High Sch Principal Admin	\$174,814.00	\$0.00	\$82,718.54	\$92,095.46	47.32%
Function*	1249 - Other School Administration	\$2,000.00	\$0.00	\$31.85	\$1,968.15	1.59%
Function*	1252 - Fiscal Services	\$179,128.00	\$0.00	\$32,957.78	\$146,170.22	18.40%
Function*	1259 - Other Business Services	\$74,545.00	\$0.00	\$10,344.96	\$64,200.04	13.88%
Function*	1261 - Operating Buildings Services	\$860,912.00	\$0.00	\$437,683.95	\$423,228.05	50.84%
Function*	1271 - Pupil Transportation Services	\$566,176.00	\$0.00	\$215,766.48	\$350,409.52	38.11%
Function*	1284 - Non-Instructional Technology Services	\$166,670.00	\$27,028.30	\$23,637.68	\$116,004.02	30.40%
Function*	1285 - Pupil Accounting	\$10,781.00	\$0.00	\$0.00	\$10,781.00	0.00%
Function*	1291 - Pupil Activities	\$44,892.00	\$0.00	\$12,020.99	\$32,871.01	26.78%
Function*	1293 - Athletic Activities	\$202,816.00	\$17,087.10	\$135,120.23	\$50,608.67	75.05%
Function*	1411 - Payments to Other Public Schools Within the State of Michigan	\$9,114.00	\$0.00	\$0.00	\$9,114.00	0.00%
Function*	1511 - Debt Service - Long Term Only - Principal	\$13,348.00	\$0.00	\$6,673.56	\$6,674.44	50.00%
Function*	1641 - Fund Modification - Capital Proj	\$100,000.00	\$0.00	\$100,000.00	\$0.00	100.00%
		\$10,966,870.00	\$48,049.16	\$3,908,465.49	\$7,010,355.35	36.08%

School Days available	180
Complete to Date	78
% complete	43.33%

SARANAC COMMUNITY SCHOOLS  
FOOD SERVICES TRIAL BALANCE  
AS OF DECEMBER 31, 2022

Cash Checking	\$206,214.87
Petty Cash Petty Cash	\$40.00
Inventory Supplies	\$9,382.96
TOTAL ASSETS	<u>\$215,637.83</u>
Unearned Revenue	<u>\$22,574.08</u>
TOTAL LIABILITIES	<u>\$22,574.08</u>
Beginning Fund Balance	\$197,339.66
Fund Revenues	\$131,352.05
Fund Expenses	<u>(\$135,627.96)</u>
TOTAL FUND BALANCE	<u>\$193,063.75</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$215,637.83</u>

SARANAC COMMUNITY SCHOOLS  
 FOOD SERVICE FUND REVENUES AND EXPENDITURES  
 AS OF DECEMBER 31, 2022

Function* Code	Adopted Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
<b>REVENUES:</b>					
100 - Revenue from Local Sources	\$92,403.00	\$0.00	\$33,533.76	\$58,869.24	36.29%
300 - Revenue from State Sources	\$31,512.00	\$0.00	\$2,736.03	\$28,775.97	8.68%
400 - Revenues from Federal Sources	\$226,234.00	\$0.00	\$95,082.26	\$131,151.74	42.03%
	\$350,149.00	\$0.00	\$131,352.05	\$218,796.95	37.51%
<b>EXPENDITURES:</b>					
1297 Food Services	\$346,376.00	\$10,294.00	\$135,627.96	\$200,454.04	42.13%
1611 Fund Modifications	\$11,500.00	\$0.00	\$0.00	\$11,500.00	0.00%
	\$357,876.00	\$10,294.00	\$135,627.96	\$211,954.04	40.77%

TO: Board of Education  
 FROM: Jason Smith, Superintendent  
 SUBJECT: Accept Gifts

Here are the latest gifts received for December and January.

<b>Donations</b>		
<b>FY: 2022-23</b>		
<b>To:</b>	<b>Donation for:</b>	<b>Amount</b>
Saranac Promise	Donation	\$ 50.00
McGee Scholarship	Donation	\$ 50.00
Athletics	Donation	\$ 1,000.00
Saranac Promise	Donation	\$ 100.00
Saranac Promise	Donation	\$ 5,000.00
Saranac Promise	Donation	\$ 500.00
Saranac Promise	Donation	\$ 618.36
Saranac Promise	Donation	\$ 100.00
Saranac Promise	Donation	\$ 1,000.00
Total This Month		<b>\$ 8,418.36</b>
<b>Total Gifts for 2022-2023 Including This Month</b>		<b>\$ 148,695.49</b>

Suggested Resolution

I move that the Saranac Board of Education accept the gifts as listed above totaling \$8,418.36 for the month of December and January 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: \$766,393.61 from General Fund for December/January

Suggested Resolution

I move that the Saranac Board of Education approve the bills paid from General Fund for December/January in the amount of \$766,393.61 as presented.

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

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

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



# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/13/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>						
Check	12/13/2022	65901	Accounts Payable	AK Designs		450.00
			Invoice	Description		Amount
	JCS12132022		12/13/2022	Embroidery New Logo on Polo Shirts		450.00
<b>GF CHECKING General Fund Checking Totals:</b>						
			Checks: 1			\$450.00
						\$450.00

Transactions: 1

\$450.00

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/23/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>						
Check	12/23/2022	65902	Accounts Payable	American Fidelity Assurance		1,048.96
	Invoice		Date	Description		Amount
	D534163		12/23/2022	GROUP 95799		1,048.96
Check	12/23/2022	65903	Accounts Payable	American Fidelity Assurance Company		225.40
	Invoice		Date	Description		Amount
	2038131A		12/23/2022	CUSTOMER 95799		225.40
Check	12/23/2022	65904	Accounts Payable	HORACE MANN		1,176.15
	Invoice		Date	Description		Amount
	12.23.22 PAYROLL		12/23/2022	GROUP 210403A		1,176.15
Check	12/23/2022	65905	Accounts Payable	Transamerica Employee Benefits		47.30
	Invoice		Date	Description		Amount
	2023-00000174		12/23/2022	TRANS SELECT - Trans Select Life Ins *		47.30
<b>GF CHECKING General Fund Checking Totals:</b>						<b>\$2,497.81</b>

Checks: 4 \$2,497.81

Transactions: 4

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/22/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account:	GF CHECKING - General Fund Checking					
Check	12/22/2022	65906	Accounts Payable	Grand Slam Safety		14,250.00
	Invoice		Date	Description		Amount
	JCS12222022		12/22/2022	Athletic's		14,250.00
GF CHECKING General Fund Checking Totals:						\$14,250.00

Checks: 1 \$14,250.00

Transactions: 1

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>						
Check	12/29/2022	65907	Accounts Payable	A.B. Dick Document Solutions		1,094.73
	Invoice			Description		Amount
	21AR1342116		12/12/2022	Printers		54.77
	21AR1345278		12/12/2022	Copier Cost		1,039.96
Check	12/29/2022	65908	Accounts Payable	BLICK ART MATERIALS		69.25
	Invoice			Description		Amount
	9751263		12/12/2022	ES Teaching Supplies		12.60
	9801755		12/12/2022	B Kelly Order		56.65
Check	12/29/2022	65909	Accounts Payable	BSN SPORTS LLC		661.25
	Invoice			Description		Amount
	919326250		12/12/2022	Girls Basketball Uniforms		661.25
Check	12/29/2022	65910	Accounts Payable	CATRELL, MIKE		729.79
	Invoice			Description		Amount
	JCS12142022		12/12/2022	Lodging/Meals/Mileage		729.79
Check	12/29/2022	65911	Accounts Payable	CONSUMERS ENERGY		29,642.57
	Invoice			Description		Amount
	JCS12292022		12/12/2022	December Electric & Natural Gas Cost		29,642.57
Check	12/29/2022	65912	Accounts Payable	Eisen , Adam		22.00
	Invoice			Description		Amount
	JCS12132022		12/12/2022	Cards		22.00
Check	12/29/2022	65913	Accounts Payable	Encore Technology Group, LLC		875.00
	Invoice			Description		Amount
	167118		12/12/2022	Tech Orders		875.00
Check	12/29/2022	65914	Accounts Payable	ENGINEERED PROTECTION SYSTEMS / EPS		1,086.98
	Invoice			Description		Amount
	S738842		12/12/2022	Replace Communication Port at ES		1,086.98
Check	12/29/2022	65915	Accounts Payable	ESS Midwest, Inc.		12,131.68

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice		Description		Amount
	85531	12/12/2022	Salaries & Fees		6,288.75
	85395	12/12/2022	Sub Salaries & Fees		5,842.93
Check	12/29/2022	65916	Accounts Payable	Evans , Amy	102.57
	Invoice		Description		Amount
	JCS12142022	12/12/2022	ES Teaching Supplies		102.57
Check	12/29/2022	65917	Accounts Payable	Four Health Family Resource Center Inc.	281.25
	Invoice		Description		Amount
	10693	12/12/2022	Bridging The Gap Contract Services		281.25
Check	12/29/2022	65918	Accounts Payable	Gallagher Uniform	309.28
	Invoice		Description		Amount
	10816223	12/12/2022	Towels & Uniforms		101.34
	10817289	12/12/2022	Towels & Uniforms		106.60
	10818686	12/12/2022	Towels & Uniforms		101.34
Check	12/29/2022	65919	Accounts Payable	Granger	27.79
	Invoice		Description		Amount
	24871415	12/12/2022	Curby Recyclers		27.79
Check	12/29/2022	65920	Accounts Payable	GRANITE TELECOMMUNICATIONS	361.42
	Invoice		Description		Amount
	583416380	12/12/2022	911 & Fax Lines		361.42
Check	12/29/2022	65921	Accounts Payable	HOWE, TAMMY	19.99
	Invoice		Description		Amount
	JCS12132022	12/12/2022	ES Teaching Supplies		19.99
Check	12/29/2022	65922	Accounts Payable	JORGENSEN, MAUREEN	16.96
	Invoice		Description		Amount
	JCS12192022	12/12/2022	ES Teaching Supplies		16.96
Check	12/29/2022	65923	Accounts Payable	LANSING SANITARY SUPPLY, INC.	1,034.10
	Invoice		Description		Amount
	1178523	12/12/2022	Custodial Supplies		78.27

Saranac Community Schools

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
	1182296-1		12/12/2022	Custodial Supplies		97.65
	1184270		12/12/2022	Custodial Supplies		135.74
	1184875		12/12/2022	Custodial Supplies		156.00
	1184876		12/12/2022	Custodial Supplies		635.24
	1185019		12/12/2022	Vacuum Parts-Returned		(68.80)
Check	12/29/2022	65924	Accounts Payable	LEADER, JOSHUA		240.00
	Invoice		Date	Description		Amount
Check	JCS12192022		12/12/2022	Cell Phone Reimbursement/Oct-Dec		240.00
	12/29/2022	65925	Accounts Payable	M.E.M.S.P.A.		375.00
	Invoice		Date	Description		Amount
Check	23181		12/12/2022	Conference-Mike Catrell		375.00
	12/29/2022	65926	Accounts Payable	MENARDS-IONIA		6.99
	Invoice		Date	Description		Amount
Check	66213		12/12/2022	Maintenance Supplies		6.99
	12/29/2022	65927	Accounts Payable	METS		8,162.58
	Invoice		Date	Description		Amount
Check	19134		12/12/2022	Salaries & Fees		8,162.58
	12/29/2022	65928	Accounts Payable	MIDWEST AIR FILTER		717.00
	Invoice		Date	Description		Amount
Check	14505		12/12/2022	Air Filters		717.00
	12/29/2022	65929	Accounts Payable	Mud Hole Custom Tackle, Inc.		1,141.39
	Invoice		Date	Description		Amount
Check	INV5595686		12/12/2022	JSH Teaching Supplies		100.92
	INV5592329		12/12/2022	J Winsor Order		1,040.47
Check	12/29/2022	65930	Accounts Payable	Richardson , Robert		1,299.88
	Invoice		Date	Description		Amount
Check	JCS12192022		12/12/2022	Athletic Supplies		1,299.88
	12/29/2022	65931	Accounts Payable	RICHTER, ROBERT		40.00
	Invoice		Date	Description		Amount

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	JCS12122022 12/29/2022	65932	Accounts Payable	December Cell Phone Reimbursement SANDERS STACY		40.00 68.68
	Invoice		Date	Description		Amount
Check	JCS12142022 12/29/2022	65933	Accounts Payable	ES Teaching Supplies SARANAC COMMUNITY SCHOOLS		68.68 76.22
	Invoice		Date	Description		Amount
Check	BE12222022 12/29/2022	65934	Accounts Payable	Postage SCHOLASTIC, INC.		76.22 228.88
	Invoice		Date	Description		Amount
Check	44871034 12/29/2022	65935	Accounts Payable	SEF Grant Supplies SCHOOL SPECIALTY INC.		228.88 98.35
	Invoice		Date	Description		Amount
Check	208131557733 208131564557			T Howe Order T Dahms Order		92.77 5.58
Check	12/29/2022	65936	Accounts Payable	SERNE, SARA		480.00
	Invoice		Date	Description		Amount
Check	JCS12122022 12/29/2022	65937	Accounts Payable	Cell Phone Reimbursement/Jul-Dec SMITH, DIANA		480.00 220.00
	Invoice		Date	Description		Amount
Check	JCS12192022 12/29/2022	65938	Accounts Payable	Track & Field Coaches Clinic SMITH, JASON		220.00 12.50
	Invoice		Date	Description		Amount
Check	JCS12272022 12/29/2022	65939	Accounts Payable	Drug & Alcohol Clearinghouse Fee-Transportation Sparrow Ionia Occupational Health Services		12.50 100.00
	Invoice		Date	Description		Amount
Check	00053512-00 12/29/2022	65940	Accounts Payable	Bus Driver Physical THRUN LAW FIRM, P.C.		100.00 220.00
	Invoice		Date	Description		Amount

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
	283049					
Check	12/29/2022	65941	Accounts Payable	Legal Services Watkins , Shawn		220.00
	Invoice		Date	Description		Amount
	JCS12122022		12/12/2022	JSH Teaching Supplies		11.19
Check	12/29/2022	65942	Accounts Payable	Wernette , Tami		59.94
	Invoice		Date	Description		Amount
	JCS12072022		12/12/2022	SEF Grant Supplies		59.94
GF CHECKING General Fund Checking Totals:						Transactions: 36
Checks:						36
						\$62,025.21



# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>						
Check	12/29/2022	65943	Accounts Payable	SYNCB/Amazon		1,878.78
	Invoice			Description		Amount
	793476337788			12/28/2022 Admin Office Supplies		34.23
	657544763479			12/28/2022 Tech Supplies		91.98
	836588785847			12/28/2022 NAHF Grant Supplies		23.19
	858693554569			12/28/2022 NAHF Grant Supplies		440.24
	837533765577			12/28/2022 NAHF Grant Supplies		44.36
	474886756953			12/28/2022 ES Teaching Supplies		14.99
	887746968867			12/28/2022 ES Teaching Supplies		35.37
	688399477959			12/28/2022 Tech Supplies		393.21
	935738885658			12/28/2022 Tech Supplies		392.70
	CwtwHhAmGdmB			12/28/2022 ES Spec Ed Teaching Supplies		84.19
	CHnAJTdvAF			12/28/2022 Maintenance Supplies		60.28
	CmpvOaWqPEen			12/28/2022 SEF Grant Supplies		151.88
	lhNZSfKgeTe			12/28/2022 Maintenance Supplies		27.98
	CbszvQexOoTW			12/28/2022 Maintenance Supplies		84.18
<b>GF CHECKING General Fund Checking Totals:</b>						<b>\$1,878.78</b>
Checks: 1						\$1,878.78
Transactions: 1						

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>						
Check	12/29/2022	65946	Accounts Payable	BLUE CROSS BLUE SHIELD		8,951.77
	Invoice		Date	Description		Amount
	007043024/123		12/28/2022	January Insurance Premium		8,951.77
Check	12/29/2022	65947	Accounts Payable	FIRST UNUM LIFE INSURANCE COPANY		338.53
	Invoice		Date	Description		Amount
	041355000019/123		12/28/2022	January Insurance Premium		338.53
Check	12/29/2022	65948	Accounts Payable	Priority Health		5,122.95
	Invoice		Date	Description		Amount
	223490000549		12/28/2022	January SESA Insurance Premium		5,122.95
<b>GF CHECKING General Fund Checking Totals:</b>						<b>\$14,413.25</b>

Transactions: 3

Checks: 3 \$14,413.25

# Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 12/29/2022

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>						
Check	12/29/2022	65944	Accounts Payable	M.E.S.S.A.		9,413.47
	Invoice		Date	Description		Amount
	2301-0107613		12/28/2022	January Insurance Premium		9,413.47
Check	12/29/2022	65945	Accounts Payable	Priority Health		57,759.90
	Invoice		Date	Description		Amount
	2349000598		12/28/2022	January Insurance Premium		57,759.90
<b>GF CHECKING General Fund Checking Totals:</b>						<b>\$67,173.37</b>

Transactions: 2

Checks: 2 \$67,173.37

# Payment Register

From Payment Date: 12/1/2022 - To Payment Date: 12/31/2022

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
GF CHECKING - General Fund Checking									
EFT									
882	12/06/2022	Open			Accounts Payable	M.P.S.E.R.S.	\$67,377.09		
884	12/09/2022	Open			Accounts Payable	HealthEquity, Inc.	\$8,337.31		
885	12/09/2022	Open			Accounts Payable	INDEPENDENT BANK	\$173,371.55		
886	12/20/2022	Open			Accounts Payable	M.P.S.E.R.S.	\$70,479.52		
887	12/27/2022	Open			Accounts Payable	M.P.S.E.R.S.	\$71,480.70		
888	12/23/2022	Open			Accounts Payable	HealthEquity, Inc.	\$3,284.21		
889	12/23/2022	Open			Accounts Payable	INDEPENDENT BANK	\$209,374.81		
Type EFT Totals:							\$603,705.19		

GF CHECKING - General Fund Checking Totals

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	7	\$603,705.19	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	7	\$603,705.19	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	7	\$603,705.19	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	7	\$603,705.19	\$0.00

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	7	\$603,705.19	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	7	\$603,705.19	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	7	\$603,705.19	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	7	\$603,705.19	\$0.00

Saranac Community Schools, Ionia County, Michigan (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the \_\_\_\_\_, within the boundaries of the District, on the 9<sup>th</sup> day of January, 2023, at \_\_\_\_\_ o'clock in the \_\_\_\_m. (the "Meeting").

The Meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS:**

1. This Board intends to submit a proposition at a special election to be held on Tuesday, May 2, 2023.

2. On or before 4:00 p.m. on Tuesday, February 7, 2023, the Board shall certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the "Election Coordinator").

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. A special election of the school electors of the District be called and held on Tuesday, May 2, 2023.

2. The proposition to be voted on at the special election shall be stated on the ballots in substantially the form as set forth in Exhibit A.

3. The Election Coordinator is requested to:

a. Utilize \_\_\_\_\_, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.

b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in substantially the form as set forth in Exhibit B attached hereto.

c. Provide a proof copy of the ballot to the District and its legal counsel in sufficient time to allow the ballot to be proofread prior to printing.

4. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, February 7, 2023.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

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Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Saranac Community Schools, Ionia County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

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Secretary, Board of Education

IFK/jmw



**EXHIBIT A**

**SARANAC COMMUNITY SCHOOLS  
OPERATING MILLAGE RENEWAL PROPOSAL**

This proposal will allow the school district to continue to levy the statutory rate of not to exceed 18 mills on all property, except principal residence and other property exempted by law, required for the school district to receive its revenue per pupil foundation allowance. The remaining 1.4411 mills are only available to be levied to restore millage lost as a result of the reduction required by the "Headlee" amendment to the Michigan Constitution of 1963 and will only be levied to the extent necessary to restore that reduction.

Shall the currently authorized millage rate limitation on the amount of taxes which may be assessed against all property, except principal residence and other property exempted by law, in Saranac Community Schools, Ionia County, Michigan, be renewed by 19.4411 mills (\$19.4411 on each \$1,000 of taxable valuation) for a period of 10 years, 2024 to 2033, inclusive, to provide funds for operating purposes; the estimate of the revenue the school district will collect if the millage is approved and 18 mills are levied in 2024 is approximately \$768,456 (this is a renewal of millage that will expire with the 2023 tax levy)?

**EXHIBIT B**

**SUMMARY OF BALLOT PROPOSITION TO BE INSERTED IN THE  
NOTICES OF LAST DAY OF REGISTRATION AND ELECTION:**

SARANAC COMMUNITY SCHOOLS  
OPERATING MILLAGE RENEWAL PROPOSAL  
EXEMPTING PRINCIPAL RESIDENCE  
AND OTHER PROPERTY EXEMPTED BY LAW  
19.4411 MILLS FOR 10 YEARS

Full text of the ballot proposition may be obtained at the administrative offices of Saranac Community Schools, 225 Pleasant Street, Saranac, Michigan 48881-9708, telephone: (616) 642-1400.



# Saranac Community Schools

Jason Smith, Superintendent  
225 Pleasant Street  
Saranac, Michigan 48881

www.saranac.k12.mi.us

Telephone 616-642-1400  
smithjas@scs-staff.org

## CERTIFICATION OF BALLOT PROPOSITION

TO: Mr. Geiger, Ionia County Clerk

In compliance with Public Act 116, Public Acts of Michigan, 1954, as amended (the "Act"), attached is a certified copy of the ballot proposition language approved by the Board of Education of Saranac Community Schools to be placed before the voters at the election to be held on Tuesday, May 2, 2023.

Pursuant to the Act, a summary of the ballot proposition and an address where the full text of the proposal may be obtained must be included in the registration and election notices.

**Please provide us with a proof copy of the ballot proposition language prior to printing the ballots.**

Dated: \_\_\_\_\_

By \_\_\_\_\_  
Secretary, Board of Education

Saranac Elementary  
Mike Catrell, Principal  
250 Pleasant St  
Saranac, MI 48881  
616-642-1200 phone  
catrellmik@scs-staff.org

Sara Serne, K-12 Principal/MTSS Coordinator  
sernesar@scs-staff.org  
JSH (616) 642-1100  
ES (616) 642-1200

Saranac Junior Senior High  
Josh Leader, Principal  
150 Pleasant St  
Saranac, MI 48881  
616-642-1100 phone  
leaderjos@scs-staff.org

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Preparing youth today for tomorrow...

TO: Board of Education  
FROM: Jason Smith, Superintendent  
SUBJECT: Reinstatement Recommendation  
POLICY: 5610

Background:

Policy 5610 allows for all petition of reinstatements to go before a committee consisting of 2 board members, a school administrator, a teacher, and a school-parent representative. This committee shall provide a recommendation to the board for unconditional reinstatement, conditional reinstatement or non-reinstatement. The board shall make its decision at the next board meeting based on the recommendation of the reinstatement committee. The board's decision is final and is not subject to appeal.

Reinstatement Recommendation:

It is the recommendation of the Reinstatement Committee that the Saranac Board of Education not reinstate the student. The student is to serve the full 180 school day expulsion.

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

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

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

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Budget Amendment

We will be reviewing the 1<sup>st</sup> budget amendment for FY: 2023-2024

# Saranac Community Schools

General Fund Budget	06/24/19	01/13/20	05/12/20	06/29/20	06/29/20	04/19/21	06/21/21	06/21/21	02/21/22	06/20/22	06/20/22	02/20/23	Change
	Original Adopted Budget 2019-2020	1st Amendment 2019-2020	2nd Amendment 2019-2020	3rd Amendment 2019-2020	Original Adopted Budget 2020-2021	1st Amendment 2020-2021	2nd Amendment 2020-2021	Original Adopted Budget 2021-2022	1st Amendment 2021-2022	2nd Amendment 2021-2022	Original Adopted Budget 2022-2023	1st Amendment 2022-2023	2022-23
100	Local Revenue	913,291	963,517	945,917	914,820	894,211	933,190	999,061	1,056,043	1,047,742	1,103,062	1,248,825	145,763
300	State Revenue	7,531,090	7,688,959	7,671,635	7,702,394	6,902,525	7,625,254	7,334,298	7,913,334	7,977,923	8,364,265	8,432,777	68,512
400	Federal Revenue	182,533	188,341	229,525	229,525	229,389	587,688	524,762	524,762	783,939	680,912	666,339	(14,573)
500	Incoming Trans & Other	176,741	191,727	189,956	207,941	100,815	94,494	94,494	100,771	146,296	210,831	222,573	11,742
600	Fund Modifications	-	-	-	-	-	-	-	-	-	-	-	-
	Total Revenue- General Fund	8,803,655	9,046,544	9,062,056	9,073,452	8,148,712	9,319,398	9,434,998	8,971,387	9,970,817	10,373,987	10,585,431	211,444
1120	Basic Programs	4,528,554	4,528,554	4,499,751	4,446,655	4,826,332	4,976,580	4,982,806	5,182,668	5,189,483	5,684,766	5,625,691	(59,075)
1200	Added Needs	809,030	778,905	795,133	780,502	915,264	850,057	855,233	990,104	1,013,136	1,232,701	1,174,605	(58,086)
1210	Pupil Support Services	282,649	289,547	245,080	246,643	280,933	282,099	276,478	310,927	328,176	422,259	477,473	55,214
1220	Inst Staff Support Services	372,141	396,222	400,016	394,728	353,402	318,441	323,537	355,791	363,686	393,868	379,743	(14,125)
1230	General Administration	299,494	302,381	303,585	303,585	336,112	329,503	331,230	347,089	339,471	325,209	362,702	37,493
1240	School Administration	517,995	570,183	570,287	566,851	578,796	600,716	621,375	638,697	638,141	679,685	666,666	(13,019)
1250	Basic Support Service	232,676	206,069	206,093	223,925	214,140	232,697	223,697	237,226	254,093	253,673	243,790	(9,883)
1260	Operations & Maintenance	726,428	756,027	758,485	690,837	758,206	912,554	890,049	823,026	875,025	860,912	860,912	905,059
1270	Transportation	503,965	533,176	541,314	521,291	523,807	538,497	501,780	552,191	592,958	566,176	551,399	(44,777)
1280	Support Services	187,336	186,675	185,876	166,086	187,922	222,874	180,471	181,221	182,424	177,451	177,372	(79)
1290	Other Support Service	193,506	195,327	190,078	196,326	204,152	205,125	208,058	234,038	239,549	247,708	359,553	111,845
1130/139/	Continuing Ed	-	-	-	-	-	-	-	-	-	-	-	-
1410	Transfers to Govt Units - Voc. Ed. Ag.	18,480	18,475	15,176	15,176	15,828	15,005	15,005	15,139	9,114	9,114	9,002	(112)
1450	Facilities Acquisition, Construction and Improver	19,979	19,145	19,145	19,145	-	-	-	7,241	23,980	-	-	-
1490	Prior Period Adjustments	-	-	-	-	-	-	-	-	-	-	-	-
1510	Bonds Payable - leases GASB 87	-	-	-	-	-	-	-	-	13,348	13,348	13,348	-
1620	Fund Modifications- School Serv	-	-	-	-	-	-	-	-	-	-	-	-
1630	Fund Modifications- Debt Fund	-	-	-	-	-	-	-	-	-	-	-	-
1640	Fund Modifications- Capital Projects Fund	-	-	-	-	-	-	-	-	-	-	-	-
	Total Expenditures- General Fund	8,746,005	8,760,686	8,730,019	8,566,553	9,194,914	9,493,137	9,445,026	9,521,031	10,231,759	10,419,207	10,966,870	547,663
	Excess Rev/(Exp)	57,650	285,858	332,037	506,899	(1,049,202)	(173,739)	(10,028)	(549,644)	(618,077)	(448,390)	(592,883)	(460,972)
	Fund Balance Forward	1,111,888	1,263,527	1,263,527	1,263,527	1,770,426	1,729,614	1,729,614	1,719,586	2,050,346	2,050,346	1,601,956	(448,390)
	Audited Total Fund Balance	1,263,527	1,549,385	1,585,564	1,770,426	1,729,614	1,555,875	1,719,586	1,169,942	1,432,269	1,601,956	1,009,073	(692,883)
	Estimated Total Fund Balance	1,169,538	1,549,385	1,585,564	1,770,426	1,729,614	1,555,875	1,719,586	1,169,942	1,432,269	1,601,956	1,009,073	(692,883)
	Total Fund Balance as a % of Expenditures	13.4%	17.7%	18.2%	20.7%	7.8%	16.4%	12.3%	14.0%	15.4%	9.2%	12.5%	-
	Total Fund Balance as a % of Unrestricted Revenues	15.9%	20.4%	20.9%	23.2%	10.5%	21.0%	15.6%	18.5%	20.6%	12.5%	16.8%	-