

Regular Meeting
Monday, April 17, 2023 7:00 PM

Central Office Conference Room
225 Pleasant St
Saranac, Michigan 48881

Agenda

1. Call to Order _____
2. Pledge of Allegiance
3. Additions, Deletions & Modifications to the Agenda
4. Approval of Minutes
5. Treasurer's Report
6. Comments from Guests - Agenda Items
7. Action Items
 - 7.a. Approve 2023-2024 ISD General Fund Budget
 - 7.b. Accept Gifts
 - 7.c. Pay Bills
 - 7.d. Approve 2023-2024 School Calendar
 - 7.e. Approve Special Election for August 2023
 - 7.f. Approve Superintendent's Contract
8. Reports/Presentations
 - 8.a. NEOLA Policy Updates
 - 8.b. Signing Bonus
 - 8.c. Budget Review
9. Comments from Guests - Non Agenda Items
10. Threat Assessment Review - Closed Session
11. Approve Closed Session Minutes
12. Superintendent's Report
13. Board Requests/Reports
14. Communications
15. Other
16. Adjournment _____

Saranac Community Schools
Board of Education
Meeting # 12

The regular meeting of the Saranac Community Schools Board of Education was held on March 27th, 2023 in the Conference Room, Saranac Central Office, 225 Pleasant St, Saranac, MI 48881.

Board President, Sarah Doll called the meeting to order at 6:34 P.M.

Present: Doll, Courtnay, Hawkins, VanKuiken, and Hesche. Price arrived late.

Absent: Elliott

Mr. Roy Hawkins led in the Pledge of Allegiance.

CLOSED SESSION FOR STUDENT EXPULSION HEARING: Motion by Hawkins, supported by Courtnay that the Saranac Board of Education go into closed session at 6:35 pm for a student expulsion hearing, returning to open session at 6:47 pm.

Roll Call Vote: Yes Vote - Hawkins, Courtnay, VanKuiken, Hesche, and Doll.

No Vote: None. Motion Carried

Motion by Doll, supported by Courtnay and unanimously approved that the Saranac Board of Education expel the student for a period of up to 180 days.

Motion Carried.

ADDITIONS, DELETIONS, & MODIFICATIONS TO THE AGENDA: None

APPROVAL OF MINUTES: Minutes were approved as presented.

TREASURER'S REPORT: Treasurer's report for February was approved as presented.

COMMENTS FROM GUESTS - AGENDA ITEMS: None

ACCEPT GIFTS: Motion by Courtnay, supported by Hesche and unanimously approved that the Saranac Board of Education accept the gifts totaling \$2,330.00 for the month of February and March as presented.

To:	Donation for:	Amount
Saranac JSH	Food for PT Conferences	\$ 100.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 150.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Sam Lombardo Scholarship	Donation	\$ 30.00
Saranac Community Schools	Negative Lunch Account Donation	\$ 1,000.00
McGee Scholarship	Donation	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Community Schools	Auditorium	\$ 500.00
Total This Month		\$ 2,330.00
Total Gifts for 2022-2023 Including This Month		\$ 200,475.49

APPROVAL OF BILLS: Motion by VanKuiken, supported by Hawkins that the Saranac Board of Education approve the bills paid from the General Fund for February and March in the amount of \$422,647.04 as presented. Roll Call Vote: Yes: Hawkins, Price, VanKuiken, Hesche, Doll. Abstained: Courtnay. Motion Carried.

RESOLUTION FOR SCHOOL OF CHOICE: Motion by Hesche, supported by Courtnay and unanimously approved that the Saranac Board of Education approve the School of Choice Resolution for the 2023-2024 school year as presented.

Resolution to Opt Out of Section 105 – The Saranac Community Schools Board of Education exercising the option permitted by Section 105 of the State School Aid Act of 1979, as amended by Public Act 300 of 1996, will not accept Section 105 applications of non-resident students from

outside our district, for purposes of operating an intermediate school district-wide schools of choice program in accordance with Section 105 for the 2023-2024 school year.

Resolution to Participate in the Ionia County ISD Collaborative Schools of Choice Plan
The Saranac Community Schools Board of Education will participate in the Ionia County Intermediate School District's Collaborative Schools of Choice Plan for the 2023-2024 school year.

Resolution to Opt in to Section 105c – *The Saranac Community Schools Board of Education exercising the option permitted by Section 105c of the State School Aid Act, Public Act 119 of 1999, as amended by Public Act 297 of 2000, will accept applications for enrollment from residents of contiguous intermediate school districts for the 2023-2024 school year.*

SPECIAL ELECTION DATES: Superintendent Smith presented the board with different election date options and possible opportunities for shared co or no cost to the district. Board is looking at the August 8th, 2023 election date for the Headlee. This will be brought back to the April 17th meeting as an action item.

SIGNING BONUS UPDATE: Superintendent Smith presented the board with the signing bonus recommendation from the administration. It was suggested to create a signing bonus/referral program for new Science, Math, and Special Education Teachers. New teachers in those three fields will receive a \$5,000.00 signing bonus paid in two years with an Effective or Highly-Effective end of year performance evaluation in both years. If a Saranac teacher refers a new teacher in those three fields who are hired, that teacher will receive a \$1,000.00 referral bonus paid out in December of the first year. This will be brought back to the April 17th meeting as an action item.

BUDGET REVIEW FOR FY 23-24: Superintendent Smith presented the board with a list of budget topics to consider for the April 17th meeting. These items are General Fund Amendment, State aide projections and the Governor Proposal, and enrollment. This item will come back at the April 17th meeting.

SUPERINTENDENT'S PERFORMANCE EVALUATION: Motion by Hawkins, supported by VanKuiken that the Saranac Board of Education go into closed session at 7:21 pm for the purpose of the Superintendent's performance evaluation, returning to open session at 8:41 pm. Roll Call Vote, Yes: Hesche, Courtney, Price, VanKuiken, Hawkins, and Doll. Motion Carried.

COMMENTS FROM GUESTS - NON AGENDA ITEMS: None.

SUPERINTENDENT'S REPORT: Superintendent Smith reported that the SEA has TA'd the school calendar for the 2023-2024 school year. The calendar will be brought to the board at the April 17th meeting as an action item.

BOARD REQUESTS/REPORTS: Mr. Courtney asked about the discussion of curriculum alignment and district-wide PD. Superintendent Smith mentioned the same discussion in the past SEA Communication meeting and teachers requesting district-wide curriculum meetings again. Mr. Hesche noted that Mr. Clementz now has an athletic climate survey ready to be sent to parents and athletes for the fall and winter sports teams. Mr. Hesche is hoping to see these new surveys sent out soon to both the parents and athletes.

COMMUNICATIONS: None.

OTHER: Mr. Hawkins requested to meet with Mr. Smith to discuss the next bond and work with Tower Pinkster at creating a Facility Management Plan for the district. Mr. Hawkins also shared how blessed he feels to work with amazing staff, board members, administrators, and community members here at Saranac Community Schools.

There being no further business to come before the Board at this time, and no objections, the meeting adjourned at 8:49 pm.

Respectfully submitted,

Roy D. Hawkins
Secretary

Saranac Community Schools
Finance Committee Meeting
March 23, 2023

The meeting began at 7:48 a.m at Central Office, 225 Pleasant Street, Saranac, MI adjourning at 8:40 a.m.

Present: David Price, Sarah Doll, Kevin Courtnay, and Jason Smith

- Budget thoughts for FY24 - Discussed fund balance, student loss, and per pupil increase
- Headlee Rollback – Reviewed election dates and options.
- Signing Bonus - Reviewed updated proposal
- ESSER/11t budget update – Finalizing a ESSER III & 11t budget update
- Pre-school - Reviewed meeting between Price and Superintendent Smith. Looking at options.
- Superintendent Contract - Will be brought back to the April Meeting.
- Other – Reviewed Board packet for 3/27/2023 meeting. Reviewed Student Insurance proposal.

To date...

CARES/ESSER funds

ESSER III \$762,183.59 (\$508,121 released as of 12/22)

ESSER III Equalization payment (11t)- \$217,729

Respectfully submitted,

David Price
Committee Chair

SARANAC COMMUNITY SCHOOLS
GENERAL FUND TRIAL BALANCE
AS OF MARCH 31, 2023

Cash Checking	\$708,738.24
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	\$17.00
Inventory Supplies	\$59,651.47
Investments	\$1,025,320.33
Investments Certificate of Deposit	\$261,809.49
Prepaid/Deferred Expenditures Apple iPad Apps	\$94.05
TOTAL ASSETS	<u><u>\$2,058,167.27</u></u>
Accounts Payable Workers Comp	\$11,027.20
Tax Anticipation Notes and Loans Payable	\$1,000,000.00
Due to Other Governmental Units Taxes Retirement	\$66,170.75
Due to Other Governmental Units Taxes Retirement - Stabilization 147c	(\$678,661.28)
Payroll Related Accrual Liabilities State Withholding Tax EFT	\$18,261.91
Accrued Expenditures	\$305.58
Salaries Payable Terminal Leave Payable	\$3,994.55
Unearned Revenue	\$385,021.09
TOTAL LIABILITIES	<u><u>\$806,119.80</u></u>
Beginning Fund Balance	\$1,840,029.60
Fund Revenues	\$6,189,098.80
Fund Expenses	(\$6,777,080.93)
TOTAL FUND BALANCE	<u><u>\$1,252,047.47</u></u>
TOTAL LIABILITIES AND FUND BALANCE	<u><u>\$2,058,167.27</u></u>

SARANAC COMMUNITY SCHOOLS
GENERAL FUND REVENUES
AS OF MARCH 31, 2023

	Amended Budget	Actual	Budget - Actual	% Used/Rec'd
100 - Revenue from Local Sources	\$1,248,825.00	\$962,139.30	\$286,685.70	77.04%
300 - Revenue from State Sources	\$8,432,777.00	\$5,098,736.06	\$3,334,040.94	60.46%
400 - Revenues from Federal Sources	\$666,339.00	\$41,772.95	\$624,566.05	6.27%
500 - Incoming Transfers and Other Transactions	\$222,573.00	\$84,258.99	\$138,314.01	37.86%
600 - Fund Modifications	\$14,917.00	\$2,191.50	\$12,725.50	14.69%
	\$10,585,431.00	\$6,189,098.80	\$4,396,332.20	58.47%

SARANAC COMMUNITY SCHOOLS
GENERAL FUND EXPENDITURES
AS OF MARCH 31, 2023

Function* Code	Amended Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function* 1111 - Elementary	\$3,342,000.00	\$628.35	\$1,806,492.50	\$1,534,879.15	54.07%
Function* 1112 - Middle/Junior High	\$779,358.00	\$0.00	\$422,922.22	\$356,435.78	54.27%
Function* 1113 - High School	\$1,487,106.00	\$0.00	\$901,961.99	\$585,144.01	60.65%
Function* 1119 - Summer School	\$17,227.00	\$0.00	\$7,100.00	\$10,127.00	41.21%
Function* 1122 - Special Education	\$900,995.00	\$47.90	\$536,454.44	\$364,492.66	59.55%
Function* 1125 - Compensatory Education	\$273,610.00	\$0.00	\$151,691.95	\$121,918.05	55.44%
Function* 1212 - Guidance Services	\$221,232.00	\$0.00	\$127,520.90	\$93,711.10	57.64%
Function* 1215 - Speech Pathology and Audiology Services	\$211,206.00	\$0.00	\$105,032.61	\$106,173.39	49.73%
Function* 1216 - Social Work Services	\$32,815.00	\$0.00	\$16,406.76	\$16,408.24	50.00%
Function* 1219 - Other Pupil Support Services	\$12,220.00	\$0.00	\$6,676.71	\$5,543.29	54.64%
Function* 1221 - Improvement of Instruction	\$288,580.00	\$2,200.00	\$180,686.12	\$105,693.88	63.37%
Function* 1222 - Educational Media Services	\$47,135.00	\$0.00	\$28,767.33	\$18,367.67	61.03%
Function* 1226 - Supervision and Direction of Instructional Staff	\$43,328.00	\$0.00	\$24,293.02	\$19,034.98	56.07%
Function* 1227 - Academic Student Assessment	\$700.00	\$0.00	\$0.00	\$700.00	0.00%
Function* 1231 - Board of Education	\$101,734.00	\$0.00	\$51,994.11	\$49,739.89	51.11%
Function* 1232 - Executive Administration	\$260,968.00	\$0.00	\$188,867.71	\$72,100.29	72.37%
Function* 1241 - Office of the Principal	\$315,819.00	\$0.00	\$217,243.17	\$98,575.83	68.79%
Function* 1242 - Junior High Sch Principal Admin	\$171,526.00	\$0.00	\$121,737.24	\$49,788.76	70.97%
Function* 1243 - Senior High Sch Principal Admin	\$177,321.00	\$0.00	\$124,760.06	\$52,560.94	70.36%
Function* 1249 - Other School Administration	\$2,000.00	\$0.00	\$31.85	\$1,968.15	1.59%
Function* 1252 - Fiscal Services	\$186,345.00	\$0.00	\$105,784.73	\$80,560.27	56.77%
Function* 1259 - Other Business Services	\$57,445.00	\$0.00	\$10,344.96	\$47,100.04	18.01%
Function* 1261 - Operating Buildings Services	\$905,059.00	\$0.00	\$635,320.64	\$269,738.36	70.20%
Function* 1271 - Pupil Transportation Services	\$551,399.00	\$0.00	\$355,960.22	\$195,438.78	64.56%
Function* 1283 - Staff/Personnel Services	\$0.00	\$0.00	\$1,386.00	(\$1,386.00)	
Function* 1284 - Non-Instructional Technology Services	\$166,803.00	\$3,696.27	\$98,369.61	\$64,737.12	61.19%
Function* 1285 - Pupil Accounting	\$10,569.00	\$0.00	\$0.00	\$10,569.00	0.00%
Function* 1291 - Pupil Activities	\$44,886.00	\$0.00	\$27,037.79	\$17,848.21	60.24%
Function* 1293 - Athletic Activities	\$314,667.00	\$22,557.10	\$211,206.51	\$80,903.39	74.29%
Function* 1295 - Agency Activities	\$0.00	\$0.00	\$0.00	\$0.00	
Function* 1411 - Payments to Other Public Schools Within the State of Michigan	\$9,002.00	\$0.00	\$852.00	\$8,150.00	9.46%
Function* 1456 - Building Improvement Services	\$0.00	\$0.00	\$200,167.44	(\$200,167.44)	
Function* 1511 - Debt Service - Long Term Only - Principal	\$13,348.00	\$0.00	\$10,010.34	\$3,337.66	75.00%
Function* 1611 - Fund Modifications (Other Operating Transfers Out)	\$0.00	\$0.00	\$0.00	\$0.00	
Function* 1641 - Fund Modification - Capital Proj	\$100,000.00	\$0.00	\$100,000.00	\$0.00	100.00%
	\$11,046,403.00	\$29,129.62	\$6,777,080.93	\$4,240,192.45	61.61%

School Days available	180
Complete to Date	138
% complete	76.67%

SARANAC COMMUNITY SCHOOLS
FOOD SERVICES TRIAL BALANCE
AS OF MARCH 31, 2023

Cash Checking	\$198,170.92
Petty Cash Petty Cash	\$40.00
Inventory Supplies	\$2,879.55
TOTAL ASSETS	<u>\$201,090.47</u>
Unearned Revenue	\$15,613.45
TOTAL LIABILITIES	<u>\$15,613.45</u>
Beginning Fund Balance	\$197,339.66
Fund Revenues	\$237,251.08
Fund Expenses	(\$249,113.72)
TOTAL FUND BALANCE	<u>\$185,477.02</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$201,090.47</u>

SARANAC COMMUNITY SCHOOLS
 FOOD SERVICE REVENUES AND EXPENDITURES
 AS OF MARCH 31, 2023

Function* Code	Amended Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
REVENUES:					
100 - Revenue from Local Sources	\$92,403.00	\$0.00	\$70,244.05	\$22,158.95	76.02%
300 - Revenue from State Sources	\$31,512.00	\$0.00	\$5,469.22	\$26,042.78	17.36%
400 - Revenues from Federal Sources	\$226,234.00	\$0.00	\$161,537.81	\$64,696.19	71.40%
	\$350,149.00	\$0.00	\$237,251.08	\$112,897.92	67.76%
EXPENDITURES:					
1297 Food Service	\$346,376.00	\$10,294.00	\$249,113.72	\$86,968.28	74.89%
1611 Fund Modification	\$11,500.00	\$0.00	\$0.00	\$11,500.00	0.00%
	\$357,876.00	\$10,294.00	\$249,113.72	\$98,468.28	72.49%

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: ISD 2023-2024 Budget Information

The State requires that local Boards review proposed budgets for Intermediate School Districts.

Mr. Jamie Carnes, Director of Fiscal Services with Ionia County ISD will present their proposed budget for 2023-2024 school year at this meeting.

Suggested Resolution

I move that the Saranac Board of Education (approve/deny) the Ionia County ISD proposed budget and resolution for 2023-2024 as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____



Ionia County Intermediate School District
2191 Harwood Road
Ionia, MI 48846
616 527-4900
www.ioniaisd.org

Partners in building full potential

March 28, 2023

To: Ionia County Superintendents
From: Jamie Carnes, Director of Fiscal Services
Re: Ionia County ISD 2023-2024 Budget Projections – General Fund

Process:

Please find enclosed the Ionia County ISD General Fund budget for 2023-2024. Section 624 of the Revised School Code, as amended, requires the Intermediate School Board to submit its proposed budget no later than May 1st of each year to the board of each constituent district for review.

No later than June 1st of each year, the board of each constituent district shall review the proposed intermediate school district budget and shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget. If a district is disapproving the budget, the constituent district board shall submit in writing any specific objections and proposed changes it may have.

A resolution for support and one for disapproval of the Ionia County ISD General Fund budget is enclosed to assist in that process. Please have your Board Secretary confirm the support or disapproval and return the signed resolution to Tracy Dickinson (tdickinson@ioniaisd.org) by June 1, 2023.

The following information has been provided to assist in reviewing the General Fund budget.

General Fund Overview:

As the name would indicate, the general fund “houses” many of the “general operations” of the ISD. This includes many of the general education services, such as curriculum and professional development services, Section 31n Mental Health Support grants and early childhood services like the Great Start Readiness Program and the Great Start Collaborative. The general fund also “houses” other general operations such as executive administration, business and human resources services and information technology services.

At \$4.89 million the general fund represents approximately 14.53% of the total ISD budget expenditures of \$33.67 million. The largest source of discretionary funding for the general fund is Section 81 state aid funding, which is similar to the foundation allowance for local districts. Section 81 funding totals approximately \$531,717 or 11.01% of general education revenue. The next largest source of discretionary funding is property tax revenue at \$282,000 or 5.84% of revenue. The largest overall source of funding is the Great Start Readiness Program at \$1.42 million or 29.59% of total revenue, which is restricted for GSRP programming.



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Assumptions:

As with your local district budget a number of assumptions are used to build it. Below are the key assumptions that were used to build the general fund budget:

Property Tax Collections	3.0% increase
Section 81 funding	2% increase
Wages	Steps, if applicable for non-union administrators and support staff 2%-3% average increase on schedule for non-union administrators and support staff GSRP Teachers Steps and 5% on schedule GSRP Associate Teachers Steps and 5% on schedule

*****Please note that GSRP Teachers and Associate Teachers had their wages reduced by over 30% in 2018 due to lack of funding increases for the grant**

*****GSRP Teacher wages range from \$31,788 to \$48,694**

*****GSRP Associate teacher wages range from \$12.74-\$18.37**

Medical Insurance (Hard Cap)	4.1% increase
MPSERS ER Capped Rate	Ranges from 20.96% to 31.34%

Please take the time to review the budget and let me know if you have any questions.

Sincerely,

Jamie Carnes, Director of Fiscal Services
Ionia County ISD

Ionia County Intermediate School District
General Fund Budget
2023-2024

	June 15th, 2021-2022 Final Budget Amendment	June 15th, 2022-2023 GF Original Budget	March 9th, 2022-2023 Amended Budget #2	June 14th, 2023-2024 GF Original Budget	Difference Between Original Budget and Amended Budget #2
REVENUES:					
Local	\$533,929.00	\$512,072.00	\$587,537.00	\$575,612.00	(\$11,925.00)
Non-Educational Entities	\$40,700.00	\$62,750.00	\$55,750.00	\$55,750.00	\$0.00
State	\$2,988,237.00	\$3,125,371.00	\$3,227,518.00	\$3,232,257.00	\$4,739.00
Federal	\$23,799.00	\$0.00	\$28,287.00	\$27,659.00	(\$628.00)
Incoming Transfers and Others	\$1,077,632.00	\$1,065,103.00	\$1,013,519.00	\$933,812.00	(\$79,707.00)
Grand Total - Revenues	\$4,664,297.00	\$4,765,296.00	\$4,912,611.00	\$4,825,090.00	(\$87,521.00)
EXPENDITURES:					
Basic Instruction	\$744,655.00	\$845,122.00	\$837,997.00	\$933,124.00	\$95,127.00
Added Needs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Support Services:					
Pupil Support	\$63,817.00	\$67,001.00	\$62,704.00	\$60,847.00	(\$1,857.00)
Instructional Staff Services	\$881,086.00	\$832,789.00	\$764,225.00	\$806,065.00	\$41,840.00
General Administration	\$263,711.00	\$269,590.00	\$273,061.00	\$279,385.00	\$6,324.00
Business Services	\$833,691.00	\$868,695.00	\$882,174.00	\$798,922.00	(\$83,252.00)
Operation & Maintenance	\$170,346.00	\$161,482.00	\$196,823.00	\$182,213.00	(\$14,610.00)
Transportation	\$43,315.00	\$43,315.00	\$43,420.00	\$43,421.00	\$1.00
Support Services Central	\$437,509.00	\$530,391.00	\$538,394.00	\$557,006.00	\$18,612.00
Community Services	\$447,798.00	\$445,038.00	\$437,683.00	\$442,994.00	\$5,311.00
Payments To Other Schools	\$739,241.00	\$749,158.00	\$787,237.00	\$786,919.00	(\$318.00)
Prior Year Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund Modifications/Transfers Out	\$27,375.00	\$0.00	\$61,750.00	\$2,575.00	(\$59,175.00)
Grand Total - Expenditures	\$4,652,544.00	\$4,812,581.00	\$4,885,468.00	\$4,893,471.00	\$8,003.00
Grand Total					
Total Expenditures	\$4,652,544.00	\$4,812,581.00	\$4,885,468.00	\$4,893,471.00	\$8,003.00
Total Revenues	\$4,664,297.00	\$4,765,296.00	\$4,912,611.00	\$4,825,090.00	(\$87,521.00)
Revenues/Expenditures	\$11,753.00	(\$47,285.00)	\$27,143.00	(\$68,381.00)	(\$95,524.00)
Fund Balance July 1st, 2023	\$814,945.00				
Estimated Gain/Loss 2023-2024	(\$68,381.00)				
Fund Balance June 30th, 2024	\$746,564.00				
Fund Balance Percentage of Expenditures	15.26%				

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Accept Gifts

Here are the latest gifts received for March and April.

Donations

FY: 2022-23

To:	Donation for:	Amount
Saranac Elementary	Book Fair	\$ 500.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Saranac Elementary	Washing Machine	\$ 50.00
Total This Month		\$ 850.00
Total Gifts for 2022-2023 Including This Month		\$ 201,325.49

Suggested Resolution

I move that the Saranac Board of Education accept the gifts as listed above totaling \$850.00 for the month of March and April 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: \$286,150.79 from General Fund for March and April

Suggested Resolution

I move that the Saranac Board of Education approve the bills paid from General Fund for March and April in the amount of \$286,150.79 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: 03/31/2023

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking						
Check	03/31/2023	66187	Accounts Payable	American Fidelity Assurance		86.94
	Invoice		Date	Description		Amount
	Yerke Adjustment		03/31/2023	Yerke Adjustment		86.94
Check	03/31/2023	66188	Accounts Payable	HORACE MANN		1,237.82
	Invoice		Date	Description		Amount
	3-31-23 PAYROLL		03/31/2023	GROUP 210403A		1,237.82
GF CHECKING General Fund Checking Totals:						\$1,324.76

Transactions: 2

Checks: 2 \$1,324.76

Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 03/31/2023

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking						
Check	03/31/2023	66189	Accounts Payable	Global Vending Group, Inc.		3,249.00
	Invoice			Description		Amount
	13493		03/14/2023	Book Vending Machine-ES		3,249.00
GF CHECKING General Fund Checking Totals:						\$3,249.00

Checks: 1 \$3,249.00

Transactions: 1

Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 03/31/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	03/31/2023	66190 Accounts Payable	A PARTS WAREHOUSE		391.53
	Invoice		Description	Amount	
	175354	03/17/2023	Transportation Supplies	242.92	
	175368	03/17/2023	Parts	148.61	
Check	03/31/2023	66191 Accounts Payable	ArbiterSports	5,600.00	
	Invoice		Description	Amount	
	JCS03282023	03/17/2023	Spring Sports Officials	5,600.00	
Check	03/31/2023	66192 Accounts Payable	CHROUCH COMMUNICATIONS	97,857.72	
	Invoice		Description	Amount	
	12088200	03/17/2023	Camera System Project-Final Invoice	97,857.72	
Check	03/31/2023	66193 Accounts Payable	CIZAUSKAS, BARB	28.50	
	Invoice		Description	Amount	
	JCS03222023	03/17/2023	SEF Grant Supplies	28.50	
Check	03/31/2023	66194 Accounts Payable	CRYSTAL FLASH ENERGY	3,768.72	
	Invoice		Description	Amount	
	10182100	03/17/2023	Unleaded Gas	1,896.66	
	10182110	03/17/2023	Diesel Fuel	1,872.06	
Check	03/31/2023	66195 Accounts Payable	Dole , Kathy	800.00	
	Invoice		Description	Amount	
	JCS03222023	03/17/2023	CMP Instructional Support	800.00	
Check	03/31/2023	66196 Accounts Payable	ESS Midwest, Inc.	11,999.96	
	Invoice		Description	Amount	
	87289	03/17/2023	Sub Salaries & Fees	4,059.10	
	87421	03/17/2023	Salaries & Fees	7,940.86	
Check	03/31/2023	66197 Accounts Payable	Four Health Family Resource Center Inc.	900.00	
	Invoice		Description	Amount	
	10771	03/17/2023	Bridging The Gap Contract Services	900.00	
Check	03/31/2023	66198 Accounts Payable	Fritz Signs	1,906.77	

Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 03/31/2023

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice			Description		Amount
Check	473152		03/17/2023	Remove & Install Two Scoreboards in JSH		1,906.77
	03/31/2023	66199	Accounts Payable	Gallagher Uniform		322.42
	Invoice			Description		Amount
	10831904		03/17/2023	Mop Heads, Towels & Uniforms		158.50
	10832980		03/17/2023	Mop Heads/Towels & Uniforms		163.92
Check	03/31/2023	66200	Accounts Payable	GRAND RAPIDS COMMUNITY COLLEGE		725.00
	Invoice			Description		Amount
	0014808/2023		03/17/2023	Dual Enrollment		725.00
Check	03/31/2023	66201	Accounts Payable	IONIA COUNTY INT. SCH. DIST.		110,000.00
	Invoice			Description		Amount
	2023-002		03/17/2023	Shared Services Billing 1 of 2		110,000.00
Check	03/31/2023	66202	Accounts Payable	Ionia Lock & Key		22.00
	Invoice			Description		Amount
	18032022		03/17/2023	Keys Cut		22.00
Check	03/31/2023	66203	Accounts Payable	Logisoft		39.16
	Invoice			Description		Amount
	79483		03/17/2023	Server Subscription		39.16
Check	03/31/2023	66204	Accounts Payable	MEEKHOF TIRE SALES & SERVICE		279.28
	Invoice			Description		Amount
	23-0146276-009		03/17/2023	Tires		279.28
Check	03/31/2023	66205	Accounts Payable	MENARDS-IONIA		93.99
	Invoice			Description		Amount
	71101		03/17/2023	Maintenance Supplies		15.98
	70204		03/17/2023	Maintenance Supplies		7.98
	70205		03/17/2023	Maintenance Supplies-Returned		(92.02)
	70499		03/17/2023	Maintenance Supplies		4.29
	71210		03/17/2023	Maintenance Supplies		143.06
	71449		03/17/2023	Maintenance Supplies		14.70

Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 03/31/2023

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	03/31/2023	66206	Accounts Payable	METS		8,284.44
	Invoice		Date	Description		Amount
	19546		03/17/2023	Salaries & Fees		8,284.44
Check	03/31/2023	66207	Accounts Payable	MIDWEST TRANSIT EQUIPMENT		871.55
	Invoice		Date	Description		Amount
	X105018202:01		03/17/2023	Parts		190.63
	X105018242:01		03/17/2023	Parts		680.92
Check	03/31/2023	66208	Accounts Payable	Mud Hole Custom Tackle, Inc.		341.09
	Invoice		Date	Description		Amount
	INV5627601		03/17/2023	J Winsor Order		341.09
Check	03/31/2023	66209	Accounts Payable	O'REILLY AUTOMOTIVE, INC		374.84
	Invoice		Date	Description		Amount
	3861-154716		03/17/2023	Parts		224.85
	3861-156979		03/17/2023	Parts		149.99
Check	03/31/2023	66210	Accounts Payable	REYNOLDS & SONS, INC		1,060.74
	Invoice		Date	Description		Amount
	105411		03/17/2023	State Softballs		811.65
	105470		03/17/2023	Catchers Gear		249.09
Check	03/31/2023	66211	Accounts Payable	Rudis		1,958.78
	Invoice		Date	Description		Amount
	INV0014596		03/17/2023	Wrestling Singlets		1,958.78
Check	03/31/2023	66212	Accounts Payable	S & K PRINTING		207.00
	Invoice		Date	Description		Amount
	19038		03/17/2023	Business Cards		207.00
Check	03/31/2023	66213	Accounts Payable	SCHOOL SPECIALTY INC.		491.57
	Invoice		Date	Description		Amount
	308104251988		03/17/2023	Amy Evans Order		64.37
	208132065460		03/17/2023	Paper Order		427.20
Check	03/31/2023	66214	Accounts Payable	SMITH, STEPHANIE		167.15

Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 03/31/2023

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice		Date	Description		Amount
	JCS03222023		03/17/2023	SEF Grant Supplies		167.15
Check	03/31/2023	66215	Accounts Payable	STEWART, JOHN		15.94
	Invoice		Date	Description		Amount
	JCS03282023		03/17/2023	Supplies to Fix Door		15.94
Check	03/31/2023	66216	Accounts Payable	Visual Edge IT, Inc.		1,088.98
	Invoice		Date	Description		Amount
	24AR732178		03/17/2023	Copiers		917.42
	24AR734406		03/17/2023	Printers		53.56
	24AR738644		03/17/2023	JSH Copier Supplies		118.00
GF CHECKING General Fund Checking Totals:						\$249,597.13

Checks: 27 \$249,597.13

Transactions: 27

Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 04/03/2023

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/03/2023	66217 Accounts Payable	American Express		1,864.14
	<u>Invoice</u>	<u>Date</u>	<u>Description</u>		<u>Amount</u>
	1871906173038	04/03/2023	ES Office Supplies		17.99
	43030692004210	04/03/2023	SEF Grant Supplies		113.00
	60780432295457	04/03/2023	SEF Grant Supplies		113.00
	83033693365820	04/03/2023	SEF Grant Supplies		929.40
	80266589049035-2	04/03/2023	Tech Supplies		78.00
	00121404392207	04/03/2023	ES Teaching Supplies		146.34
	24769018107453	04/03/2023	ECSE Teaching Supplies		172.52
	76698691241402	04/03/2023	SEF Grant Supplies		109.99
	49373286611406	04/03/2023	Maintenance Supplies		65.05
	00207853930605	04/03/2023	SEF Grant Supplies		75.56
	59927312248235	04/03/2023	Custodial Supplies		31.99
	71341636203423	04/03/2023	Admin Office Supplies		11.30
GF CHECKING General Fund Checking Totals:					\$1,864.14
Checks: 1					\$1,864.14
Transactions: 1					

Payment Batch Register

Bank Account: GF CHECKING - General Fund Checking

Batch Date: 04/12/2023

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
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Bank Account: GF CHECKING - General Fund Checking
 Check 04/12/2023 66218 Accounts Payable

Invoice				CONSUMERS ENERGY		30,115.76
	JCS04042023		04/04/2023	March Natural Gas & Electric Cost		30,115.76

GF CHECKING General Fund Checking Totals:

Transactions: 1
 Amount \$30,115.76

Checks: 1 \$30,115.76

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: 2023-2024 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 2023-2024 school calendar as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

2023-24 Calendar

August 23 rd	Opening Day – Administrators Meeting (3.0) Work Time (3.0)
August 24 th and 25 th	Professional Development Day (6.5)
August 28 th	First day with students-(half-day 3.25)
September 1 st	No school
September 4 th	No School
September 18 th	Professional Development (5.0) No school for students
October 20 th	No school
October 23 rd	Professional Development (5.0) No school for students
November 22 nd , 23 rd , 24 th	No school
December 20 th – Jan 2 nd	Winter Break – No School
January 3 rd	School Resumes
January 15 th	No School
January 18 th	Student ½ day (3.25) Teacher worktime (3.00)
January 19 th	Student and Staff Half-Day End of 1 st Semester (3.25)
February 16 th	Professional Development (5.0) No school for students
February 19 th	No school
March 15 th	No school
March 29 th	No School
April 1 st – 5 th	Spring Break – No school
May 13 th	Professional Development (5.0) No school for students
May 24 th	Half Day for Students & Staff (3.25)
May 27 th	No School
June 5 th	Half Day for students (3.25) Teacher Worktime (3.00)
June 6 th	Half Day for Students & Teachers (3.25)

Notes:

Student instructional hours

168 days @ 6.33 hours/days	1,064.00	Minimum of 180 instructional days required
6 days @ 3.25 hours/days	19.50	Minimum of 1098 hours of instruction required
2 days @ 6.5 hours/days	13.00	
4 days @ 5 hours	<u>20.00</u>	

Teacher Professional Development towards instruction

TOTAL 1,116.50

168 Teachers Days @ 6.83 hours/days – includes lunch	1,147.44
2 Teacher Half Day @ 3.83 hours/days - includes lunch (1/18 and 6/5)	7.66
4 Teacher Half Days @ 3.58 hours/days – (8/28, 1/19, 5/24, 6/6)	14.32
2 Professional Development Days – 6.5 hrs. /days (8/24 and 8/25)	13.00
4 Professional Development Day – 5 hrs. – (9/18, 10/23, 2/16, and 5/13)	20.00
Parent Teacher Conferences – 10/16 -19, 3/11 - 14)	15.00
Opening Day/Building Meetings – 8/23	3.00
Open House / Awards Night	1.00
Teacher Work Day – 3.0 hours/days (8/23, 1/18 & 6/5)	9.00
Principal Meetings (To Be Determined)	<u>9.00</u>

TOTAL HOURS 1,239.42

First Day of School for Students – Aug. 28th

Last Day of School for Students – June 6th

Calendar - FY 23-24

July

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

August 6

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

September 19/25

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

October 21/46

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

November 19/65

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

December 13/78

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

January 20/98

	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		

February 20/118

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

March 19/137

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

April 17/154

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

May 22/176

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

June 4/180

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

					
full student days 168	1/2 student day/WD 2	PD Day 6	Holidays No School 4/13/2023	1/2 day student & staff 4	Opening day/WT 1

TO: Board of Education
FROM: Jason Smith, Superintendent
SUBJECT: Special Election Resolution

Updated special election dates were presented at the March 27th meeting. The Board will approve the resolution to hold a special election on August 8th 2023 to renew the Saranac Community Schools current operating mills.

Suggested Resolution

I move that the Saranac Board of Education approve the Operating Mills Renewal proposal as attached.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools

Jason Smith, Superintendent
225 Pleasant Street
Saranac, Michigan 48881

www.saranac.k12.mi.us

Telephone 616-642-1400
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, August 8, 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.

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

Preparing youth today for tomorrow...

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 17th day of April, 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, August 8, 2023.

2. On or before 4:00 p.m. on Tuesday, May 16, 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, August 8, 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 with the Superintendent of Schools authorized to adjust the language of Exhibits A and B, upon consultation with election counsel, to the extent necessary to seek the restoration of millage lost in 2023 as a result of the "Headlee" amendment to the Michigan Constitution of 1963, in order to achieve the total millage stated in Exhibits A and B, if permitted by law.

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, May 16, 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.

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).

Secretary, Board of Education

IFK/jmw

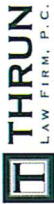


EXHIBIT A

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.

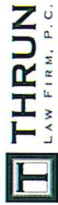
Shall the currently authorized millage rate limitation on the amount of taxes which may be assessed against all property, except principal residence and other property exempted by law, in Saranac Community Schools, Ionia County, Michigan, be renewed by 19.4411 mills (\$19.4411 on each \$1,000 of taxable 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.



TO: Board of Education

FROM: Sarah Doll, Board President

SUBJECT: Approve Superintendent's Contract

The board is now ready to approve Jason's contract from July 1st, 2023 - June 30th, 2026.

Suggested Resolution

I move that the Saranac Board of Education approve the Superintendent's Contract from July 1st, 2023 to June 30, 2026.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools Board of Education
225 S. Pleasant St.
Saranac, MI 48881

SUPERINTENDENT CONTRACT

This contract is entered into on the 1st day of July 2023, between the Board of Education of Saranac Community Schools, referred to as the “Board of Education,” and Mr. Jason Smith as Superintendent.

Because the Board of Education at a meeting held on the 17th day of April, approved the employment of the Superintendent in accordance with the terms and conditions of this contract, and the Superintendent’s desire to be employed by the Board of Education in accordance with the terms and conditions of this contract, the parties in consideration of the mutual promises contained in this contract, agree to the following:

1. **TERM.** This contract shall take effect on the 1st day of July, 2023, and continue in force through the last day of June, 2026, subject to extension and termination as provided in Paragraphs 4 (Extension) and 14 (Termination).
2. **DUTIES.** The Superintendent represents that he possesses, holds and will maintain all certificates, credentials and qualifications required by law, including the provisions of Sections 1246 and 1536 of the Revised School Code, the regulations of the Michigan Department of Education, and those required by the Board of Education to serve in the position assigned. The Superintendent agrees, as a condition of his continued employment, to meet all certification and continuing education requirements for the position assigned, as are and may be required by law or by the Michigan Board of Education. If at any time the Superintendent fails to maintain all certificates, credentials, continuing education requirements and/or qualifications for the position assigned as required herein, this Contract shall automatically terminate and the Board shall have no further obligation hereunder.

The Superintendent agrees to fulfill the position of Transportation Director during the year’s and terms of this contract. The compensation for this position will be paid through a 403b by the district in the amounts of \$7,000 (FY 24), \$8,000 (FY 25), and \$9,000 (FY 26).

The responsibility for selection, placement, and transfer of personnel shall be vested in the Superintendent, subject to approval by the Board.

The Superintendent agrees to devote his talents, skills, efforts and abilities toward competently and proficiently fulfilling all duties and responsibilities of the position assigned. The Superintendent agrees to faithfully perform those duties assigned by the Board of Education and to comply with the directives of the Board of Education with respect thereto. The Superintendent further agrees to comply with and fulfill all responsibilities and tasks required by state and federal law and regulations, and by the Board of Education, to carry out the educational programs and policies of the School District during the entire term of this Contract. The Superintendent agrees to devote substantially all of his business time, attention and services to the diligent, faithful and competent discharge of his duties on behalf of the School District to enhance the operation of the School District and agrees to use his/her best efforts to maintain and improve the quality of the programs and services of the School District.

3. **EVALUATION.** The Board, not less than annually, and pursuant to Board Policy 1240, shall evaluate the Superintendent’s performance. This evaluation process shall comply with Section 1249 of the Revised School Code, as amended, using multiple rating categories that take into account student growth data as a significant factor. The Board and the Superintendent will meet to discuss and determine performance standards and district goals, prior to commencement of the evaluation process. Criteria upon which the Superintendent shall be

evaluated will be communicated to the Superintendent by the Board of Education prior to the initiation of the evaluation process.

4. **EXTENSION**. This contract may be extended either by option of the Board of Education or by operation of law, as follows:

A. ***Board Option***. The Board of Education, no later than the 15th day of April 2024, 2025, or 2026, may extend the contract for an additional one-year period. In exercising this option, the Board of Education also shall establish the annual salary to be paid to the Superintendent for the school year included in the extension. All other terms and conditions of this contract shall remain unchanged. The Board of Education in its sole discretion and with or without cause may decline to extend this contract for an additional year.

B. ***Operation of Law***. Unless the Board of Education gives written notice of non-renewal of this contract to the Superintendent at least 90 days before the contract's termination date, this contract will, without further action, be automatically renewed for an additional one-year period as provided by Public Act 183 of 1979.

5. **TENURE EXCLUSION**. This contract does not confer tenure upon the Superintendent in the position of Superintendent or any other administrative position in the district.

6. **HOLD HARMLESS CLAUSE**

In light of the unique nature of the professional duties of Superintendent, the Board of Education shall provide the Superintendent, at no expense to him, legal counsel acceptable to the Board in any civil lawsuit brought against him related to his employment by District. Further, Board of Education shall indemnify the Superintendent from liability in any action related to Superintendent's employment by the District to the extent of insurance coverage only. The District's obligation to provide the Superintendent with legal counsel and indemnify him shall not apply in the event the Superintendent was not acting in the course of his employment as Superintendent and within the scope of his authority. Further, the District's obligation to indemnify the Superintendent shall not apply in the event it is determined that Superintendent's liability resulted from his gross negligence or intentional misconduct.

7. **LIABILITY INSURANCE CLAUSE** The Board of Education shall provide public liability insurance for the Superintendent to provide coverage for legal expenses and liability. The extent of such coverage shall be solely based upon the terms of the policy of insurance.

8. **PROFESSIONAL GROWTH** The Superintendent may attend appropriate professional conferences and seminars at the local and state level. National and regional level programs shall be subject to Board approval. The Superintendent shall receive reimbursement for necessary and reasonable expenses, which are not prepaid by the Board of Education, pending proper board approval.

9. **PROFESSIONAL DUES** The Board of Education shall pay dues for the American Association of School Administrators (AASA), the Michigan Association of School Administrators (MASA), and MASA regional dues.

10. **COMPENSATION** The Board of Education shall pay to the Superintendent an annual salary of \$115,500.00 (FY24), \$118,388.00 (FY25), and \$118,388.00 (FY26-Board and/or Superintendent may request to open financials only FY26). The salary shall be paid in 26 equal installments. The Board of Education retains the right to adjust the salary during the continuation of this contract, but an adjustment shall not reduce the annual salary below the figures specified in this paragraph.

The Superintendent shall receive an annual payment of **\$1,200** for travel within 60 miles of the district, including student events, meetings within and outside of the Ionia ISD and other local travel associated with the position of Superintendent of Schools.

The Superintendent shall be eligible for non-affiliated longevity bonus per administrative guidelines.

Longevity Bonus: All non-union employees with more than fifteen (15) years of service with Saranac Community Schools will be eligible to receive a bonus, check, payable as a separate check, to be received with the first pay in December. After fifteen (15) years of service, the check will be equal to one week of pay. After twenty (20) years, the check will be equal to two weeks' pay. Any administrator, or coordinator, that has served as an administrator or coordinator at Saranac Community schools for 10 years or more will be eligible to receive a check to be received in December. After 10 years of service, the check will equal one week's pay. After 15 years the administrator/coordinator check will be equal to two weeks' pay.

11. INSURANCE/FRINGE BENEFITS During the term of this contract, the Superintendent shall receive the insurance benefits provided by the school district to full-time, professional administrative staff on the same basis as available to those staff members in accordance with the Board of Education policy and subject to the following limitations: first, this paragraph excludes any insurance benefit specifically set forth in this contract; and second, such insurance benefits are subject to change at any time on the same basis as changed for full-time, professional administrative staff.

Health, Dental, Vision, Disability and Life Benefits

- i. Health: PPO HSA, deductible \$1,400/\$2,800
The Superintendent shall contribute the amount over the state-mandated Hard Cap or whatever employee premium contributions are required by law per month (whichever amount is greater), as a condition to enrolling and participating in the medical benefit plan referenced above. The Superintendent authorizes payroll deduction for the above contribution amount.
- ii. Dental: Delta Dental 60/60/60 with orthodontic for child dependents \$1,000 maximum
- iii. Vision: VSP-3
- iv. Long-Term Disability insurance: 66 2/3% after 120 days, max 2,500
- v. Non-PAK AD&D Insurance in the amount of \$49,000
- vi. Non-PAK Life Insurance in the amount of \$49,000

The Superintendent is entitled to the following specific benefits:

- a. Twelve (12) sick days per year to be accumulated at a maximum of 150 days.
 - i. Upon retirement or death, the Superintendent or his beneficiary will be entitled to \$100 per day for accumulated sick time while serving as an administrator or teacher at Saranac Community Schools up to a maximum of 100 days.
 - ii. Upon termination for any reason except retirement or termination for just cause, the Superintendent who has been at Saranac Community Schools for less than twenty (20) years, shall be entitled to \$50 for each accumulated sick day, while serving as an administrator, to a maximum of 100 days.
- b. 30 Paid Time Off (PTO) days per year, including the 10 district observed holidays: Fourth of July, Labor Day, Thanksgiving Day and the day after, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Good Friday, and Memorial Day.
- c. Up to three (3) days per incident shall be allowed for death in the immediate family. Immediate family is defined as: spouse, child, stepchild, sibling, stepsibling, parent or stepparent, spouse's parent or step-parent, grandparents or step-grandparents, spouse's grandparents or step-grandparents, grandchildren or step-grandchildren.

12. REIMBURSEMENT OF EXPENSES The Superintendent shall receive a \$40 monthly reimbursement for cellular phone expenses and a \$40 monthly allowance for home Wi-Fi/internet

expenses, recognizing that these expenses are incurred by the Superintendent and are used to conduct business of the district. The Board of Education shall also reimburse the Superintendent for other actual and necessary business expenses related to the performance of the Superintendent's duties on behalf of the District, pending proper board approval.

TRANSPORTATION: The Board shall reimburse the Superintendent at the current per mile IRS rate for use of his automobile in conducting business outside of a 60-mile radius from Saranac Community Schools that is associated with the position of Superintendent of Schools, such as the attendance of meetings and school administration conferences.

13. SPECIAL PROVISIONS

a. **Physical Examination.** At the Board of Education's request, and as a condition precedent to the duties and obligations under this contract, the Superintendent agrees to have a comprehensive medical examination and to provide the Board of Education with a doctor's verification indicating the physical competency of the individual to perform the duties of the position. Thereafter, the Superintendent agrees to have a comprehensive medical examination at any point wherein there is a legitimate basis to question his or her fitness for duty. The Superintendent agrees to supply the Board of Education with a doctor's verification of such, as previously specified. It is agreed that the doctor's verification shall be treated as confidential information by the Board of Education.

b. **Disablement.** Should the Superintendent be unable to perform any or all of the duties outlined herein by reason of illness, accident, or other causes beyond the individual's control for period in excess of their accumulated sick leave and unused vacation time, the Board of Education may in its discretion make a proportionate deduction from the salary hereinbefore stipulated. If such a disability continues for more than one year or if said disability is considered permanent, irreparable, or of such a nature as to make performance of their duties impossible, the Board of Education may, at its option, terminate this agreement whereupon the respective duties, rights, and obligation hereunder shall terminate. Death of the superintendent terminates this contract.

14. TERMINATION If, at any time, the Superintendent fails to maintain the credentials and qualifications for the position of superintendent as required by this contract, the contract shall automatically terminate. The Superintendent may not be discharged nor this contract terminated for reasons that are arbitrary and capricious. The foregoing standards for termination of this contract during its term shall not be applicable to non-renewal of this contract at the expiration of its term, which decision is discretionary with the Board of Education.

It is further agreed that prior to any dismissal by the Board of Education, the Superintendent shall have the right of written charges, notice of hearing and a fair hearing before the Board of Education. If the Superintendent so chooses they may be accompanied by legal counsel at the hearing, said legal expenses to be paid for by the Superintendent. Any hearing before the Board of Education will be public unless the Superintendent requests a closed meeting.

15. SEVERABILITY If any provision of this contract is ruled illegal or unenforceable by a court of competent jurisdiction, the remainder of the contract not affected by the ruling shall remain valid and in effect.

16. VENUE In the event there is a dispute regarding the terms of this contract or the enforcement thereof or for damages hereunder, the same shall be litigated in the trial courts of Ionia County, Michigan regardless of the residence of any party to the dispute.

17. MERGER CLAUSE This agreement sets forth the entire agreement between the parties and fully supersedes any and all prior agreements, representations and/or understandings between the parties. All prior agreements, representations and/or understandings between the parties are hereby extinguished. Superintendent acknowledges and agrees that in executing this agreement, Superintendent is not relying on any representation by the Board of Education not set forth in this agreement.

18. **NO MODIFICATIONS CLAUSE** The terms of this agreement may not be revised by oral and/or written statements made by individual Board of Education members or any other representative or agent of the Board of Education. No change or modification of this Contract of Employment shall be valid or binding unless it has formally been approved by the Board of Education and is in writing and signed by the Superintendent and the Board. No waiver of any provisions of the Contract shall be valid unless it is in writing, signed by the Superintendent and the Board and formally approved by the Board.

19. **RECOVERY OF EXPENSES** In any adversarial proceedings between the parties arising out of this agreement, the prevailing party will be entitled to recover from the other party, in addition to any other relief awarded, all expenses that the prevailing party incurs in those proceedings, including attorneys' fees and expenses.

20. **GOVERNING LAW** This contract is governed by and shall be interpreted in accord with the laws of the State of Michigan.

We, the parties to this Superintendent's Employment Contract, sign our names and execute this contract as of the day and year written in the opening paragraph.

FOR THE BOARD OF EDUCATION

BY THE Superintendent:

President

Dated: _____

Dated: _____

Secretary

Dated: _____

Superintendent increase

Year 1- 5.0% increase (\$5,500) \$115,500.00

Year 2- 2.5% increase (\$2,887.50) \$118,388.00

Year 3- 0% no increase (Board and/or Superintendent may request to open financials only) \$118,388.00

403b amounts below. This item will replace current transportation comp time agreement.

Year 1-\$7,000

Year 2- \$8,000

Year 3- \$9,000

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Neola Policy Updates (Feb 2023)

Policy 2623 - Student Assessment (Revised)

This policy has been revised to include the provisions of the Office of Educational Assessment and Accountability (OEAA) and the reporting requirements of the Michigan Department of Education (MDE).

These revisions reflect MDE and State Board of Education rules regarding student assessment and should be adopted in order to maintain accurate policies.

Policy 6325 - Procurement - Federal Grants/Funds (Revised)

A minor adjustment has been made to policy 6325, specifically to recognize that not all federal grant contracts are subject to the Davis-Bacon Act ("DBA"). The DBA typically applies to any federally-funded contract in excess of \$2,000 for the construction, alteration, or repair of public buildings or public works, and requires payment of prevailing wages for workers who provide services under the contracts. However, there are some instances in which the DBA does not apply, and the change made to policy 6325 clarifies this. School districts should review the specific terms of federal grants that might be used for construction-related projects and consult with legal counsel before determining whether the DBA applies to a contract or not. This revision reflects the latest provisions issued in the OMB Compliance Supplement and the provisions of Appendix II to 2 C.F.R. Part 200.

This revision reflects current EDGAR provisions and should be adopted to maintain accurate policies.

Policy 8390 - Animals on District Property (Revised)

This policy has been revised at the request of clients wanting to provide some structured options regarding therapy/comfort animals. Note: Neola does not recommend including such animals, given the liabilities and complexities of such approval. However, given the widespread nature of the request, optional language providing structure to such approval is offered for use at the discretion of client districts. It is strongly recommended that such a provision be thoroughly explored with the district's legal counsel and authorization sought from the Board.

Policy 8400 - School Safety Information (Revised)

This policy has been updated to reflect current state law and best practices regarding school safety. The corresponding AG provides specific details regarding Threat Assessment plans if the District chooses to implement such provisions.

These revisions are consistent with current state law and should be adopted.

Policy 7540.02 – Web Accessibility, Content, Apps, and Services (Revised)

This policy has been updated to reflect best practices and the evolving state of the law related to website accessibility based on the Americans with Disabilities Action (ADA). While the Department of Justice and the U.S. Department of Education Office for Civil Rights (OCR) have not formally adopted regulations pertaining to website accessibility for public entities, including public schools, they continue to publicize the need for public entities' websites to be accessible to individuals with disabilities in order to comply with the ADA and/or Section 504 of the Rehabilitation Act of 1973. Additionally, the OCR continues to find districts out of compliance with the law and to enter into resolution agreements to bring the offending district's websites into an acceptable state of accessibility.

TOBACCO POLICIES - OVERVIEW AND COMMENTS

Publication of this Special Release is in response to recent client requests for policy language that was compatible with the Michigan Department of Health and Human Services' (MDHHS) Tobacco Section Mission, Vision and Plan initiative. A number of the options provided in the policies have been adapted from the 100% Tobacco-Free Schools Model Policy.

This Special Release includes:

POLICIES

Policy 1615 - Use of Tobacco by Administrators (Revised)

Policy 3215 - Use of Tobacco by Professional Staff (Revised)

Policy 4215 - Use of Tobacco by Support Staff (Revised)

Policy 5512 - Use of Tobacco by Students (Revised)

Policy 7434 - Use of Tobacco on School Premises (Revised)

Policy 9160 - Public Attendance at School Events (Revised)

To: Saranac Board of Education

From: Jason Smith, Superintendent

Date: April 17, 2023

Re: Signing Bonus discussion

Signing Bonus FY 24

Applies only for math, science, and special education positions

Candidate needs to be:

- Highly Qualified
- Certified
- Effective or Highly-Effective on end of year Performance evaluation year 1 and 2

\$2,000.00 to be paid in June, after 1st year as Highly effective or Effective on Performance Evaluation

\$3,000.00 to be paid in June, after 2nd year as Highly effective or Effective on Performance Evaluation

\$1,000 referral bonus to be paid out in Dec of year 1 for any employee, or 3rd party employee, who recommends the above hired candidate.

The above signing bonus expires after year 1, may be altered or extended based on Board of Education decision.

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Budget Review

Superintendent Smith will continue to bring the budget for FY 2023-2024 before the board until approval at the May 15th meeting.

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

TO: Saranac Community Schools Board of Education
FROM: Jason
DATE: April 17th, 2023
RE: List of budget related topics

Items to consider

- 1) General Fund amendment- Fund Balance ??
- 2) State aide projections
Governor proposal
- 3) Enrollment



Saranac Elementary
Mike Catrell, Principal
Phone 616.642.1200
Fax 616.642.1205

Sara Serne, K-12 Principal
Phone: 616.642.1100

Saranac Junior Senior High
Josh Leader, Principal
Phone 616.642.1100
Fax 616.642.1105

Be the change you wish to see in the world...

Birth Year	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Total Live Births in Michigan	114,717	114,159	112,708	113,732	114,460	113,211	113,374	111,507	110,093	107,917	104,149	105,022
% Change		99.51%	98.73%	100.91%	100.64%	98.91%	100.14%	98.35%	98.73%	98.02%	96.51%	100.84%
Total Live Births in Ionia CO	762	744	726	751	723	746	720	713	691	684	633	673
% Change		97.64%	97.58%	103.44%	96.27%	103.18%	96.51%	99.03%	96.91%	98.99%	92.54%	106.32%
Enrollment History	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Incoming Young 5's/K	90	77	81	87	66	68	72	76	76	75	70	74
Exited Graduated Class	83	88	92	73	73	70	75	78	57	73	72	66
Gain/Loss	7	-11	-11	14	-7	-2	-3	-2	19	2	-2	8
Predictions based on live births	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
County Predication - 11%	84	82	80	83	80	82	79	78	76	75	70	74
County Difference	6	-5	1	4	-14	-14	-7	-2	0	0	0	0
State Predication - .07%	80	80	79	80	80	79	79	78	77	76	73	74
State Difference	10	-3	2	7	-14	-11	-7	-2	-1	-1	-3	0
Enrollment Total Numbers	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Total Enrolled	1008	965	917	918	913	864	879	852				
Budgeted Enrollment								853				

***Gray shaded area are predicted future enrollment numbers