

Saranac Community School

Board of Education Agenda

Regular Meeting

January 13, 2020

6:00 PM

Central Office Conference Room

School Board Recognition Month

1. Call to Order_____
2. Pledge of Allegiance
3. Elect Acting Chairperson 3
4. Appoint Temporary Secretary
5. Annual Organization Meeting
 - a. Nomination and Election of Officers
 - 1) President
 - 2) Vice-President
 - 3) Secretary
 - 4) Treasurer
6. Approval of Minutes - December 9, 2019 & Finance Committee Meeting Minutes - 5
December 12 and December 30, 2019
7. Treasurer's Report - December 10
8. Additions, Deletions & Modifications to the Agenda
9. Comments from Guests - Agenda Items
10. Board Committees 17
11. Board Compensation 18
12. Appoint School Attorney 19
13. Meeting Schedule for Calendar Year - 2020 26
14. Adjournment of Organization Meeting:_____
15. Continue Regular Meeting:_____
16. Instructional Highlight - Junior Achievement 27
17. Action Items
 - a. Accept Gifts 28
 - b. Approve Food Service 1st Budget Amendment 29
 - c. Approve General Fund 1st Budget Amendment 31
 - d. Out-of-Country Field Trip 33

e. Pay Bills	40
18. Reports/Presentations	
a. Bond Refinancing	68
19. Comments from Guests - Non Agenda Items	
20. Superintendent's Report	
21. Board Requests/Reports	
22. Communications	
23. Closed Session for Negotiation Purposes	
24. Other	
25. Adjournment_____	

"This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated on the agenda."

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 2020.
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 _____

Motion by _____, supported by _____ that _____ be nominated for **Vice-President** of Saranac Board of Education for calendar year 2020.
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 2020.
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 _____

Motion by _____, supported by _____ that _____ be
nominated for **Treasurer** of Saranac Board of Education for calendar year 2020.
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 _____

Saranac Community Schools
Board of Education
Meeting #8

The regular meeting of the Saranac Community Schools Board of Education was held on Monday, December 9, 2019 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

President, Sarah Doll, called the meeting to order at 7:06 p.m.

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

Absent: Price

The exchange students and their host families were introduced at the meeting.

PLEDGE OF ALLEGIANCE: Roy Hawkins led in the Pledge of Allegiance.

APPROVAL OF MINUTES: Minutes from regular meeting dated November 11 and Finance Committee minutes dated December 3, 2019 were approved as presented.

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

ADDITIONS, DELETIONS & MODIFICATIONS TO THE AGENDA: The Treasurer's Report was added to the agenda and Closed Session for Negotiation Purposes was deleted from the agenda.

COMMENTS FROM GUESTS – AGENDA ITEMS: Saranac Pageant members, Hope Helminski, Iyana Langdon, Melanie Jorgensen, and Marisa Klahn informed the board on activities they have been involved with the past year.

STUDENT REPORT: Student Council member, Iyana Langdon reported Mock Rock is scheduled for the afternoon of December 20. Student Council spent \$250 for Toys for Tots; they are planning to help with Special Olympics, and have a blood drive scheduled for February.

ADMINISTRATOR'S UPDATE: Mike Catrell, Elementary School Principal reported that the Fall Book Fair was a huge success. He thanked Tammy Blough for the many hours she puts into this event. The PTSO set up a Santa Secret Shop this year. The 5th graders are holding a Penny War and money from this will go to the Saranac Food Pantry. There is a 4th grade musical on December 17 at 7 pm.

Josh Leader, JSH Principal reported they would be holding an A.L.I.C.E. lockdown drill tomorrow. Winter sports are underway.

ACCEPT GIFTS: Motion by Hawkins, supported by VanKuiken and unanimously approved that the Saranac Board of Education accept the gifts as listed below totaling \$2,585.00.

To:	Donation for:	Amount
Steven Simpson Scholarship Fund	Donation	\$ 200.00
Jr/Sr High Band Program	Donation	\$ 1,785.00

Past Due Lunch Accounts	Donation	\$ 100.00
Robotics Team 5316	Donation	\$ 500.00
Total This Month		\$ 2,585.00
Total Gifts for 2019-2020 Including This Month		\$ 9,470.86

BILLS PAID: Motion by Elliott, supported by Courtney and unanimously approved that the Saranac Board of Education approve the bills paid from General Fund for November, for \$736,539.18, and from the Building & Site Fund for \$263,633.54 as presented.

APPROVE NEOLA POLICY UPDATES (SEPTEMBER-2019): Motion by VanKuiken, supported by Jackson and unanimously approved that the Saranac Board of Education approve updated NEOLA Policies as listed:

Policy 1420 – School Administrator Evaluation (Revised)
Policy 1615 – Use of Tobacco by Administrators (New)
Policy 2410/2414/2418 – (Revised)
Policy 2628 – State Aid Incentives (Revised)
Policy 3210 – Staff Ethics (Revised)
Policy 3215 – Use of Tobacco by Professional Staff (Revised)
Policy 3220 – Professional Staff Evaluation (Revised)
Policy 4215 – Use of Tobacco by Support Staff (Revised)
Policy 5230 – Late Arrival and Early Dismissal (Revised)
Policy 5512 – Use of Tobacco by Students (Revised)
Policy 5530.02 – Opioid Antagonists (Revised)
Policy 6800 – System of Accounting (Revised)
Policy 7300 – Disposition of Real Property (Revised)
Policy 7434 – Use of Tobacco on School Premises (Revised)
Policy 7440.03 – Small Unmanned Aircraft Systems (New)
Policy 8462 – Student Abuse and Neglect (Revised)

SET ORGANIZATIONAL MEETING DATE: Motion by VanKuiken, supported by Courtney and unanimously approved that the Saranac Board of Education set January 13, 2020 as the Organizational Meeting Date with a start time of 6:30 pm as presented.

APPROVE NON-AFFILIATED SALARY INCREASE: Motion by Courtney, supported by VanKuiken and unanimously approved that the Saranac Board of Education approve the Food Service and Transportation Departments salary increase as presented.

BOARD MEETING DATES – 2020: The board reviewed the meeting dates for calendar year 2020. The dates of the board meetings will be approved at the January 13, 2020 meeting.

FIRST BUDGET AMENDMENT FOR FOOD SERVICE: Jason Smith, Superintendent presented the first budget amendment for food service. This will be brought back for action at the January 13, 2020 meeting.

COMMENTS FROM GUESTS – NON-AGENDA ITEMS: None.

SUPERINTENDENT'S REPORT: Mr. Smith reported Sarah Doll, Roy Hawkins, Teri Bergy and himself have reviewed some of MASB's old board policies. There was some good

discussion on how to proceed with incorporating some of these policy's in with our new NEOLA policies. Mr. Smith has received guidance from Thrun Law Firm on how the money from the Harker Middle School sale may be used.

BOARD REQUESTS/REPORTS: None

COMMUNICATIONS: None

APPROVE EXECUTIVE SESSION MINUTES: Executive Session minutes dated November 11, 2019 were approved as presented.

OTHER: None

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

Respectfully submitted,

Ted VanKuiken
Secretary

Saranac Community Schools
Finance Committee Meeting
December 12, 2019

The meeting began at 5:35 p.m. at Central Office, 225 Pleasant Street, Saranac, MI.
Present: Kevin Courtney, Sarah Doll, David Price & Jason Smith

- SEA negotiations – Reviewed financial proposal and language.
- SEA/PCMI coaching staff update – Reviewed positions in relations to SEA & PCMI.
- Shared a document for MASB to NEOLA policies.

Meeting adjourned at 6:45 p.m.

Respectfully submitted,

Sarah Doll
Board President

Saranac Community Schools
Finance Committee Meeting
December 30, 2019

The meeting began at 8:15 a.m. at Central Office, 225 Pleasant Street, Saranac, MI.
Present: Kevin Courtney, Sarah Doll, David Price & Jason Smith

- Staffing update (Tech) – Positions – reassigned
- SEA Communications – Reviewed information presented at the last SEA Communication meeting
- Food Service Director Contract – Reviewed information from other districts, propose \$1,000 increase to current director
- Budget meeting with Admin/Directors – Reviewed budget priorities for FY 20
- Non-renewal documents – Reviewed information from Brad Banasik-MASB
- Budget amendment – Reviewed 1st budget amendment documents
- Board meeting review – Explained the layout of January 13 organizational meeting

Meeting adjourned at 9:15 a.m.

Respectfully submitted,

Sarah Doll
Board President

SARANAC COMMUNITY SCHOOLS
GENERAL FUND TRIAL BALANCE
DECEMBER 31, 2019

Cash Checking	\$1,047,962.60
Cash Savings	\$259,165.20
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	\$10.80
Inventory Supplies	\$60,666.60
Prepaid/Deferred Expenditures Apple iPad Apps	\$94.05
TOTAL ASSETS	<u>\$1,370,435.94</u>

Accounts Payable Security Deposit	\$100.01
Accounts Payable Workers Comp	(\$5,539.08)
Tax Anticipation Notes and Loans Payable	\$800,000.00
Due to Other Governmental Units Taxes Retirement	\$54,534.38
Due to Other Governmental Units Taxes Retirement - Stabilization 147c	(\$127,789.82)
Payroll Related Accrual Liabilities State Withholding Tax EFT	\$10,895.99
Payroll Related Accrual Liabilities ORS PA 300 Refund	\$94,776.15
Accrued Expenditures	\$320.76
Salaries Payable Terminal Leave Payable	\$3,994.55
Deferred Revenue	\$303,849.04
TOTAL LIABILITIES	<u>\$1,135,141.98</u>

Beginning Fund Balance	\$1,263,528.62
Fund Revenues	\$2,297,401.17
Fund Expenses	<u>(\$3,325,635.83)</u>
TOTAL FUND BALANCE	<u>\$235,293.96</u>

TOTAL LIABILITIES AND FUND BALANCE	<u>\$1,370,435.94</u>
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SARANAC COMMUNITY SCHOOLS
GENERAL FUND REVENUES SUMMARY
AS OF DECEMBER 31, 2019

	Proposed Amended Budget	Actual	Budget - Actual	% Used/Rec'd
100 - Revenue from Local Sources	\$963,517.00	\$159,917.94	\$803,599.06	16.60%
300 - Revenue from State Sources	\$7,688,959.00	\$2,097,540.24	\$5,591,418.76	27.28%
400 - Revenues from Federal Sources	\$188,341.00	\$10,276.91	\$178,064.09	5.46%
500 - Incoming Transfers and Other Transactions	\$191,727.00	\$29,666.08	\$162,060.92	15.47%
600 - Fund Modifications	\$14,000.00	\$0.00	\$14,000.00	0.00%
	<u>\$9,046,544.00</u>	<u>\$2,297,401.17</u>	<u>\$6,749,142.83</u>	<u>25.40%</u>

SARANAC COMMUNITY SCHOOLS
GENERAL FUND EXPENDITURES
AS OF DECEMBER 31, 2019

Function*	Function* Code	Proposed			Budget - Actual	% Used/Rec'd
		Amended Budget	Encumbrances	Actual		
Function*	1111 - Elementary	\$2,651,938.00	\$1,157.46	\$890,903.31	\$1,759,877.23	33.64%
Function*	1112 - Middle/Junior High	\$702,666.00	\$5.66	\$223,432.44	\$479,227.90	31.80%
Function*	1113 - High School	\$1,159,358.00	\$529.74	\$403,450.58	\$755,377.68	34.85%
Function*	1119 - Summer School	\$14,592.00	\$0.00	\$11,165.56	\$3,426.44	76.52%
Function*	1122 - Special Education	\$640,335.00	\$5.41	\$218,996.30	\$421,333.29	34.20%
Function*	1125 - Compensatory Education	\$138,570.00	\$0.00	\$42,652.38	\$95,917.62	30.78%
Function*	1212 - Guidance Services	\$64,704.00	\$0.00	\$22,307.51	\$42,396.49	34.48%
Function*	1215 - Speech Pathology and Audiology Services	\$153,683.00	\$0.00	\$76,271.18	\$77,411.82	49.63%
Function*	1216 - Social Work Services	\$39,395.00	\$0.00	\$9,372.60	\$30,022.40	23.79%
Function*	1219 - Other Pupil Support Services	\$11,765.00	\$0.00	\$3,762.26	\$8,002.74	31.98%
Function*	1221 - Improvement of Instruction	\$348,764.00	\$0.00	\$151,358.48	\$197,405.52	43.40%
Function*	1222 - Educational Media Services	\$14,786.00	\$0.00	\$5,136.79	\$9,649.21	34.74%
Function*	1226 - Supervision and Direction of Instructional Staff	\$32,122.00	\$0.00	\$8,274.77	\$23,847.23	25.76%
Function*	1227 - Academic Student Assessment	\$550.00	\$0.00	\$0.00	\$550.00	0.00%
Function*	1231 - Board of Education	\$59,858.00	\$0.00	\$24,186.21	\$35,671.79	40.41%
Function*	1232 - Executive Administration	\$242,523.00	\$0.00	\$128,929.64	\$113,593.36	53.16%
Function*	1241 - Office of the Principal	\$261,098.00	\$0.00	\$122,320.31	\$138,777.69	46.85%
Function*	1242 - Junior High Sch Principal Admin	\$151,241.00	\$0.00	\$70,279.45	\$80,961.55	46.47%
Function*	1243 - Senior High Sch Principal Admin	\$155,844.00	\$0.00	\$72,422.22	\$83,421.78	46.47%
Function*	1249 - Other School Administration	\$2,000.00	\$0.00	\$0.00	\$2,000.00	0.00%
Function*	1252 - Fiscal Services	\$172,252.00	\$0.00	\$82,502.53	\$89,749.47	47.90%
Function*	1259 - Other Business Services	\$33,817.00	\$0.00	\$14,335.52	\$19,481.48	42.39%
Function*	1261 - Operating Buildings Services	\$756,027.00	\$0.00	\$313,255.98	\$442,771.02	41.43%
Function*	1271 - Pupil Transportation Services	\$533,176.00	\$0.00	\$241,817.66	\$291,358.34	45.35%
Function*	1283 - Staff/Personnel Services	\$435.00	\$0.00	\$435.00	\$0.00	100.00%
Function*	1284 - Non-Instructional Technology Services	\$164,263.00	\$3,624.00	\$71,104.94	\$89,534.06	45.49%
Function*	1285 - Pupil Accounting	\$21,977.00	\$0.00	\$0.00	\$21,977.00	0.00%
Function*	1291 - Pupil Activities	\$35,155.00	\$0.00	\$11,155.32	\$23,999.68	31.73%
Function*	1293 - Athletic Activities	\$153,372.00	\$0.00	\$82,549.54	\$70,822.46	53.82%
Function*	1295 - Agency Activities	\$6,800.00	\$0.00	\$0.00	\$6,800.00	0.00%
Function*	1411 - Payments to Other Public Schools Within the State of Michigan	\$18,475.00	\$0.00	\$4,113.00	\$14,362.00	22.26%
Function*	1456 - Building Improvement Services	\$19,145.00	\$0.00	\$19,144.35	\$0.65	100.00%
		\$8,760,686.00	\$5,322.27	\$3,325,635.83	\$5,429,727.90	38.02%

School Days available	180
Complete to Date	80
% complete	44.44%

SARANAC COMMUNITY SCHOOLS
FOOD SERVICE TRIAL BALANCE
AS OF DECEMBER 31, 2019

Cash Checking	\$49,107.92
Petty Cash Petty Cash	\$40.00
Cash Change Funds	\$200.00
Due From Other Governmental Units	\$19,084.99
Inventory Supplies	\$4,985.37
TOTAL ASSETS	<u>\$73,418.28</u>
Due to Other Funds	(\$62.90)
Deferred Revenue	\$7,925.23
TOTAL LIABILITIES	<u>\$7,862.33</u>
Beginning Fund Balance	\$54,772.10
Fund Revenues	\$140,894.16
Fund Expenses	(\$130,110.31)
TOTAL FUND BALANCE	<u>\$65,555.95</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$73,418.28</u>

SARANAC COMMUNITY SCHOOLS
FOOD SERVICE REVENUES AND EXPENDITURES
AS OF DECEMBER 31, 2019

Function* Code	Proposed			Actual	Budget - Actual	% Used/Rec'd
	Amended Budget	Encumbrances				
REVENUES:						
100 - Revenue from Local Sources	\$97,867.00	\$0.00	\$41,128.45	\$56,738.55		42.02%
300 - Revenue from State Sources	\$27,672.00	\$0.00	\$4,260.98	\$23,411.02		15.40%
400 - Revenues from Federal Sources	\$210,762.00	\$0.00	\$95,504.73	\$115,257.27		45.31%
	\$336,301.00	\$0.00	\$140,894.16	\$195,406.84		41.90%
EXPENDITURES:						
1297 Food Services	\$310,017.00	\$0.00	\$130,110.31	\$179,906.69		41.97%
1611 Fund Modifications	\$14,000.00	\$0.00	\$0.00	\$14,000.00		0.00%
	\$324,017.00	\$0.00	\$130,110.31	\$193,906.69		41.97%

TRUST FUND ACCOUNTS

December 31, 2019

Athletic Activities	63,699.34
Athletics-"Catching A Dream"	438.66
Auditorium	0.00
Band Boosters	0.00
Band	6,620.72
DI	60.92
Compagner Memorial Fund	16,403.57
Elementary School Activities	16,496.47
E.S. Summer Enrichment Program	0.00
High School Activities	33,311.64
High School Spirit Store	507.00
Interest Earned	6.90
ICCF Grant	2,819.71
Jenkins Educational Fund	1,117.69
Middle School Activities	7,718.90
PBIS Store F.R.	544.28
Red & White	0.00
Relay	1,857.08
Revolving	2,663.26
Robotics	7,009.72
Saranac Education Foundation	0.00
Saranac One	0.00
Simons Memorial	8,405.66
Saranac Promise	13,465.26
Teachers Pop - Elementary School	970.46
Teachers Pop - High School	1,557.49
Teachers Pop-Middle School	545.87
Allen Scholarship	0.00
Brown Scholarship	40.18
Crowley Scholarship	250.00
Darby	0.00
Draper Scholarship	0.00
Eddy Scholarship	64.44
Hammer Scholarship	43.17
Kramer Scholarship	50.00
Lake	0.00
Lamphere	0.00
McGee Scholarship	63.01
Morris Scholarship	0.00
Raimer Scholarship	9.27
Sachen Scholarship	9.05
Sharritts Scholarship	56.44
Simpson Scholarship	700.00

TRUST FUND ACCOUNTS

Simmons	0.00
Spens Scholarship	9.32
Total	187,515.48

Cash In Checking	158,065.45
Certificates of Deposit	29,450.03
Total	187,515.48

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Board Committees

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.

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 his/her 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.

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 December 30, 2019.

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 December 30, 2019 as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____



THRUN

LAW FIRM, P.C.

U.S. MAIL ADDRESS
P.O. Box 2575, EAST LANSING, MI 48826-2575
PHONE: (517) 484-8000 FAX: (517) 484-0001

ALL OTHER SHIPPING
2900 WEST ROAD, SUITE 400
EAST LANSING, MI 48823-6386

GORDON W. VANWIEREN, JR.
MARTHA J. MARCERO
LISA L. SWEM
JEFFREY J. SOLES
ROY H. HENLEY
ROBERT G. HUBER

MICHAEL D. GRESSENS
CHRISTOPHER J. IAMARINO
RAYMOND M. DAVIS
MICHELE R. EADDY
KIRK C. HERALD
MARGARET M. HACKETT

MATTHEW F. HISER
KARI K. SHAY
ROBERT A. DIETZEL
KATHERINE WOLF BROADDUS
DANIEL R. MARTIN
JENNIFER K. STARLIN

TIMOTHY T. GARDNER, JR.
IAN F. KOFFLER
RYAN J. NICHOLSON
FREDRIC G. HEIDEMANN
PHILIP G. CLARK
PIOTR M. MATUSIAK

CRISTINA T. PATZELT
JESSICA E. MCNAMARA
KATERINA M. VUJEA
BRENNAN M. ACKERMAN

December 30, 2019

Dear Client:

Happy New Year! We look forward to continuing our attorney-client relationship with you. We appreciate your confidence in us and will strive throughout 2020 to provide your school district with cost-effective and high quality legal services.

Retainer Fee

Enclosed is our retainer fee statement in the amount of \$2,400 for the 2020 calendar year. This fee establishes an attorney-client relationship which covers extensive legal resource availability. Thrun Law Firm has 28 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.
- Reduced pricing for the initial purchase of, and the annual updates for, the Thrun Policy Service.
- An invitation to attend our annual spring seminars. A 30+ year tradition, these half-day seminars are provided at no charge to our retainer clients at several locations around the state. The seminars provide updates on current legal topics and give attendees opportunities for SCECH credit hours.
- 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.
- Periodic, prompt 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:

Retainer Client
 December 30, 2019
 Page 2 of 3

- Assisting clients with responses to blanket Freedom of Information Act requests sent to Michigan school districts;
- 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; and
- Serving as a resource to statewide school management membership organizations on a variety of legal issues.

We take great pride in preparing our *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 2013 to present) are available in a searchable electronic format on our website (www.thrunlaw.com) exclusively for our retainer clients. A useful search tool is provided to permit easy access to topics of interest in our newsletters.

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.

Fees

For 2020, fees will be billed to clients at the following hourly rates, which are unchanged from 2019¹:

<u>Shareholder</u>		<u>Senior Associate</u>		<u>Associate</u>	
Retainer	\$255	Retainer	\$235	Retainer	\$205
Non-Retainer	\$290	Non-Retainer	\$270	Non-Retainer	\$250

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. Our fee for a school bond financing is determined by the nature and amount of the bond issue, while

¹ Please note that, if the retainer fee is not paid by March 31, 2020, billing rates will be adjusted to the non-retainer rates.



Retainer Client
December 30, 2019
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fees for other types of finance issues are determined primarily by the amount of the financing. Bond issue 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 an hourly rate.

With the exception of an election for regional enhancement millage², our 2020 school election fee is \$1,650 for retainer clients and \$2,000 for non-retainer clients. 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 computer 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. Board member election questions are 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 2019. Please submit your school district's Form 1099 to us *by January 31, 2020*.

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 2020. 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

² Our fee for a regional enhancement millage election is \$1,650 (or \$2,000 for non-retainer clients), plus an additional \$250 for each constituent school district.

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
- Thrun Policy Service

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

Higher Education

- Academic affairs
- Academic freedom
- Business contracts
- Civil rights compliance
- Clery Act
- Community College Act
- Charter school authorization
- Dual enrollment/early middle college
- Family Educational Rights and Privacy Act (FERPA)
- Free speech rights
- Freedom of religion and Establishment Clause
- Governance
- Labor and employment
- Section 504/Americans with Disabilities Act (ADA)
- Student conduct and discipline
- Title IX/VAWA

Labor and Employment

- Administrative hearings
- Americans with Disabilities Act (ADA)
- Arbitration
- 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
- Mediation
- MPSERS
- Patient Protection and Affordable Care Act
- PERA and MERC
- Personnel policies and procedures
- Teacher tenure
- Unemployment
- Wage and hour compliance
- Whistleblower Protection Act

Litigation, Administrative Law, and Appeals

- Arbitration and mediation
- Civil rights litigation
- Construction arbitration 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 transfer
- Special education/Section 504/ADA claims
- State aid and pupil accounting appeals
- Unemployment compensation claims
- Whistleblower Protection Act
- Workplace safety claims
- Wrongful discharge claims

Municipal Law

- Annexation, incorporation, and consolidation
- Brownfield redevelopment authorities
- Downtown development authorities
- Drafting and enforcement of ordinances and codes
- Election law
- Eminent domain and condemnation
- Freedom of Information Act (FOIA)
- Headlee Amendment and truth-in-taxation
- Intergovernmental agreements
- Labor, employment, and human resources
- Municipal bonds
- Municipal finance
- Open Meetings Act (OMA)
- Planning and zoning
- Police and fire department matters
- Property tax and Tax Tribunal
- Special assessments and public improvements

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
- States 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

Student Aid and Pupil Accounting

- Certification penalty appeals
- Program compliance review
- Pupil accounting procedures
- State aid appeals (all levels)
- State School Aid Act
- Due process hearings and complaints

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 - 2020

At the last couple of board meetings, we reviewed the meeting dates for calendar year 2020. The meetings are held the second Monday of the month, except for April and May these meetings are scheduled for the second Tuesday of the month.

The board-meeting calendar would include 4 months with two meetings. The months would be March (Superintendent Evaluation), June (budget hearing), August (beginning of the year start-up), and October (audit and strategic plan).

1/13/2020		
2/10/2020		
3/9/2020	3/23/2020	(Tuesday)
4/14/2020		
5/12/2020		(Tuesday)
6/8/2020	6/29/2020	
7/13/2020		
8/10/2020	8/24/2020	
9/14/2020		
10/12/2020	10/26/2020	
11/9/2020		
12/14/2020		

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 2020 calendar dates as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Junior Achievement Presentation

The students of Mr. McRae's Economics class would like to propose a business within the school. We plan to sell seat cushions to the students and community of Saranac, and eventually other schools. These seat cushions will be sold at games, by ordering, and would be advertised in the school and at the sites of games.

Our class is executing this business in partnership with Junior Achievement. Allison Blanchard will be assisting our class with this business venture. We would appreciate it if you could approve our request to use Saranac Schools' image on our cushions. We will positively use the image with a creative design to help promote Saranac sports, and provide comfortable seating for Saranac athletic events.

Our business name will be 'Soft Bottoms Cushion Company'. Our design will be an 'SHS' with a feather on the right side, and sports equipment representing the many activities Saranac has. We hope you will consider our request.

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Accept Gifts

Here are the latest gifts received for December & January.

To:	Donation for:	Amount
Boys Basketball Program	Donation	\$ 25.00
Girls Volleyball Program	Donation	\$ 100.00
Elementary School	Tutoring Program	\$ 100,000.00
McGee Memorial Scholarship	Donation	\$ 50.00
Girls Softball Program	Donation	\$ 4,000.00
Sachen (U of M) Scholarship	Donation	\$ 75.00
Food Service Program	Donation for past due accounts	\$ 277.00
Saranac Promise	Donation	\$ 586.50
Saranac Promise	Donation	\$ 244.20
Saranac Promise	Donation	\$ 5,000.00
Jr/Sr and Elementary Libraries	Donation	\$ 500.00
Total This Month		\$ 110,857.70
Total Gifts for 2019-2020 Including This Month		\$ 120,328.56

Suggested Resolution

I move that the Saranac Board of Education accept the gifts as listed above totaling \$110,857.70 for the month of December & January as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: 1st Budget Amendment for Food Service

At the December 9 meeting, you reviewed the 1st budget amendment for food service. This is now ready for approval.

Suggested Resolution

I move that the Saranac Board of Education approve the 1st budget amendment for food service as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools

Food Service Fund Budget		06/16/16	06/15/17	06/15/17	04/26/18	06/21/18	06/21/18	05/13/19	06/24/19	06/24/19	01/13/20	Change
		Original Adopted Budget 2016-2017	1st & FINAL Amended Budget 2016-2017	Original Adopted Budget 2017-18	1st Amendment 2017-18	2nd & Final Amended Budget 2017-18	Original Adopted Budget 2018-19	1st Amendment 2018-19	2nd & Final Amendment 2018-19	Original Adopted Budget 2019-20	1st Amendment 2019-20	2019-20
100	Local Revenue	101,549	108,899	108,899	108,899	89,490	88,963	85,143	87,637	87,637	97,867	10,230
300	State Revenue	18,800	27,134	27,134	25,208	25,131	25,131	28,777	27,902	27,902	27,672	(230)
400	Federal Revenue	179,743	208,743	208,743	208,743	205,214	204,214	193,412	211,412	211,412	210,762	(650)
500	Incoming Trans & Other	34,337	-	-	9,879	9,879	-	-	-	-	-	-
	Total Revenue- General Fund	334,429	344,776	344,776	352,729	329,714	318,308	307,332	326,951	326,951	336,301	9,350
1290	Other Support Service	334,429	344,908	344,306	330,938	330,531	325,143	315,284	325,008	325,705	310,017	(15,688)
1490					729	729	-	-	-	-	-	-
1600	Fund Modification				21,000	15,000	-	-	5,000	-	14,000	14,000
	Total Expenditures- General Fund	334,429	344,908	344,306	352,667	346,260	325,143	315,284	330,008	325,705	324,017	(1,688)
Excess Rev/(Exp)		-	(132)	470	62	(16,546)	(6,835)	(7,952)	(3,057)	1,246	12,284	
Fund Balance Forward		22	17,114	16,982	28,781	28,781	12,235	32,299	32,299	29,242	54,772	
Audited Total Fund Balance		17,114		28,781			32,299			54,772		
Estimated Total Fund Balance		22	16,982	17,452	28,843	12,235	5,400	24,347	29,242	30,488	67,056	
Total Fund Balance as a % of Expenditures		0.0%	4.9%	5.1%	8.2%	3.5%	1.7%	7.7%	8.9%	9.4%	20.7%	

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: 1st Budget Amendment for General Fund

Jammie Sprank, Finance Director has been working on the 1st budget amendment and has general fund ready to be reviewed and approved, which is attached. We will discuss this at the meeting on Monday.

Suggested Resolution

I move that the Saranac Board of Education approve the 1st Budget Amendment for General Fund for FY: 19-20 as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools

General Fund Budget		06/16/16	05/04/17	06/15/17	06/15/17	01/18/18	04/26/18	06/21/18	06/21/18	01/14/19	05/13/19	06/24/19	06/24/19	01/13/20	Change
		Original Adopted Budget 2016-2017	1st Amended Budget 2016-2017	2nd & Final Amended Budget 2016-2017	Original Adopted Budget 2017-2018	1st Amendment 2017-2018	2nd Amendment 2017-2018	3rd & Final Amended Budget 2017-2018	Original Adopted Budget 2018-2019	1st Amendment 2018-2019	2nd Amendment 2018-2019	3rd Amendment 2018-2019	Original Adopted Budget 2019-2020	1st Amendment 2019-2020	Amendment 2019-20
100	Local Revenue	857,823	812,790	832,142	766,703	808,350	1,410,421	1,466,948	852,556	919,548	919,548	925,982	913,291	963,517	50,226
300	State Revenue	7,536,926	7,484,600	7,515,498	7,343,981	7,306,724	7,447,985	7,458,665	7,396,833	7,561,633	7,594,817	7,599,404	7,531,090	7,688,959	157,869
400	Federal Revenue	207,246	164,759	165,367	160,934	152,671	170,507	170,705	170,556	161,672	177,738	177,343	182,533	188,341	5,808
500	Incoming Trans & Other	191,261	164,788	178,548	169,109	213,738	214,037	225,289	124,766	193,377	199,896	212,619	176,741	191,727	14,986
600	Fund Modifications						20,900	14,900	-	-	-	5,000	-	14,000	14,000
	Total Revenue- General Fund	8,793,256	8,626,937	8,691,555	8,440,727	8,481,483	9,263,850	9,336,707	8,544,711	8,836,230	8,891,999	8,920,348	8,803,655	9,046,544	242,889
1110	Basic Programs	4,639,101	4,603,921	4,582,584	4,530,551	4,553,216	4,580,964	4,593,654	4,517,754	4,377,197	4,356,295	4,348,439	4,582,326	4,528,554	(53,772)
1120	Added Needs	860,962	823,667	848,423	809,100	744,905	736,004	736,685	715,566	750,398	767,423	772,694	809,030	778,905	(30,125)
1210	Pupil Support Services	247,899	252,943	251,081	246,809	261,225	264,943	265,212	270,927	265,816	267,884	267,886	282,649	269,547	(13,102)
1220	Inst Staff Support Services	244,458	223,972	220,490	171,738	289,601	303,373	304,107	190,902	353,456	369,609	366,850	372,141	396,222	24,081
1230	General Administration	311,412	334,918	298,873	281,725	278,214	281,172	277,885	278,467	281,258	282,956	261,314	299,494	302,381	2,887
1240	School Administration	527,088	517,655	513,501	508,997	487,925	489,566	484,123	494,134	495,341	494,721	490,039	517,995	570,183	52,188
1250	Basic Support Service	171,999	170,597	197,551	206,343	208,419	217,487	205,974	218,116	223,981	225,609	225,319	232,676	206,069	(26,607)
1260	Operations & Maintenance	725,885	906,447	904,363	733,352	810,551	1,407,498	1,409,848	748,242	747,152	730,887	743,990	726,428	756,027	29,599
1270	Transportation	546,051	625,263	630,190	571,829	587,529	594,530	593,220	553,718	567,762	547,233	548,758	503,965	533,176	29,211
1280	Support Services	186,062	184,196	209,758	183,038	184,269	183,168	183,168	181,056	186,483	189,067	190,967	187,336	186,675	(661)
1290	Other Support Service	168,319	193,089	183,928	193,433	192,666	194,753	183,299	195,430	186,608	189,707	189,710	193,506	195,327	1,821
1130/1390	Continuing Ed	691	450	450	450	450	450	-	-	-	-	-	-	-	-
1410	Transfers to Govt Units - Voc. Ed. Ag.	15,900	12,544	12,544	12,544	15,810	16,117	18,931	19,917	18,244	18,480	18,480	18,480	18,475	(5)
1450	Facilities Acquisition, Construction and Improvem	-	-	-	-	-	-	-	35,900	35,699	35,699	15,720	19,979	19,145	(834)
1490	Prior Period Adjustments	-	-	-	-	-	9,880	9,880	-	-	-	-	-	-	-
1620	Fund Modifications: School Serv	34,337	9,594	-	-	-	-	-	-	-	-	-	-	-	-
1630	Fund Modifications: Debt Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Expenditures- General Fund	8,680,164	8,859,276	8,853,736	8,449,909	8,614,780	9,279,905	9,265,986	8,384,229	8,489,596	8,475,570	8,440,166	8,746,005	8,760,686	14,681
	Excess Rev/(Exp)	113,092	(232,339)	(162,181)	(9,182)	(133,297)	(16,055)	70,721	160,482	346,634	416,429	480,182	57,650	285,858	
	Fund Balance Forward	427,301	432,945	432,945	270,764	347,703	347,703	347,703	418,424	631,706	631,706	631,706	1,111,888	1,263,527	
	Audited Total Fund Balance	432,945			347,703				631,706				1,263,527		
	Estimated Total Fund Balance	540,393	200,606	270,764	261,582	214,406	331,648	418,424	578,906	978,340	1,048,135	1,111,888	1,169,538	1,549,385	
	Total Fund Balance as a % of Expenditures	6.2%	2.3%	3.1%	3.1%	2.5%	3.6%	4.5%	6.9%	11.5%	12.4%	13.2%	13.4%	17.7%	
	Total Fund Balance as a % of Unrestricted Revenues	7.1%	2.7%	3.6%	3.6%	3.0%	4.3%	5.3%	8.2%	13.2%	14.1%	14.9%	15.9%	20.4%	

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Out-of-Country Trip

We have received a request for an Out-of-Country trip:

Teacher, Steve Miles has requested an Out-of-Country trip for the International Travel Club to travel to New Zealand, Australia and Hawaii from June 25-July 9, 2020 give or take 4 days.

Students have been doing fundraiser to help offset the cost of this trip. This is also open to community members who may want to go as well.

Suggested Resolution

I move that the Saranac Board of Education approve the Out-of-Country Trip for the International Travel Club to travel to New Zealand, Australia and Hawaii in the summer of 2020 as listed above.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools

Out-Of-State Field Trip Request

Today's Date 12-5-19
Trip Organizer Steve Miles
Date(s) of Trip June 25-July 9, 2020 give or take 4 days
Destination New Zealand, Australia, Hawaii
Mode of Transportation Plane, charter bus
Purpose/Who is Going?
Travel Club trip to see new places and experience new culture.
15 travelers including students and community members

Number of Student Participants 6 Cost to Student \$ 5,885

Cost covered by other sources \$ All from Individual student/families

Chaperon(s) and other supervision to be provided (Reminder...overnight trips require both male and female chaperones) Steve Miles

Amy Miles

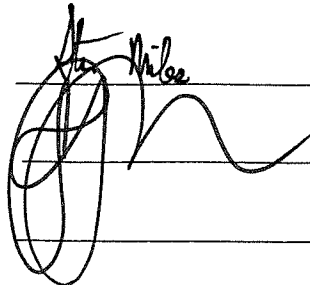
Additional Budget and Itinerary Information Some students have sold scrap
gift cards to fundraise, others are paying their own way.

Signature of person making the request

Principals Approval

Superintendent's Approval

Date Approved by Board of Education



As you’re thinking about your itinerary, check out this post on our blog: [5 tips for a successful trip experience](#), by a Group Leader who’s been traveling with us since 2010.



Callie Flanagan

 [GET IN TOUCH](#)

Travel Dates

2020

JUN 21	JUN 25 – JUL 9	JUL 13
Earliest departure	Requested dates	Latest return

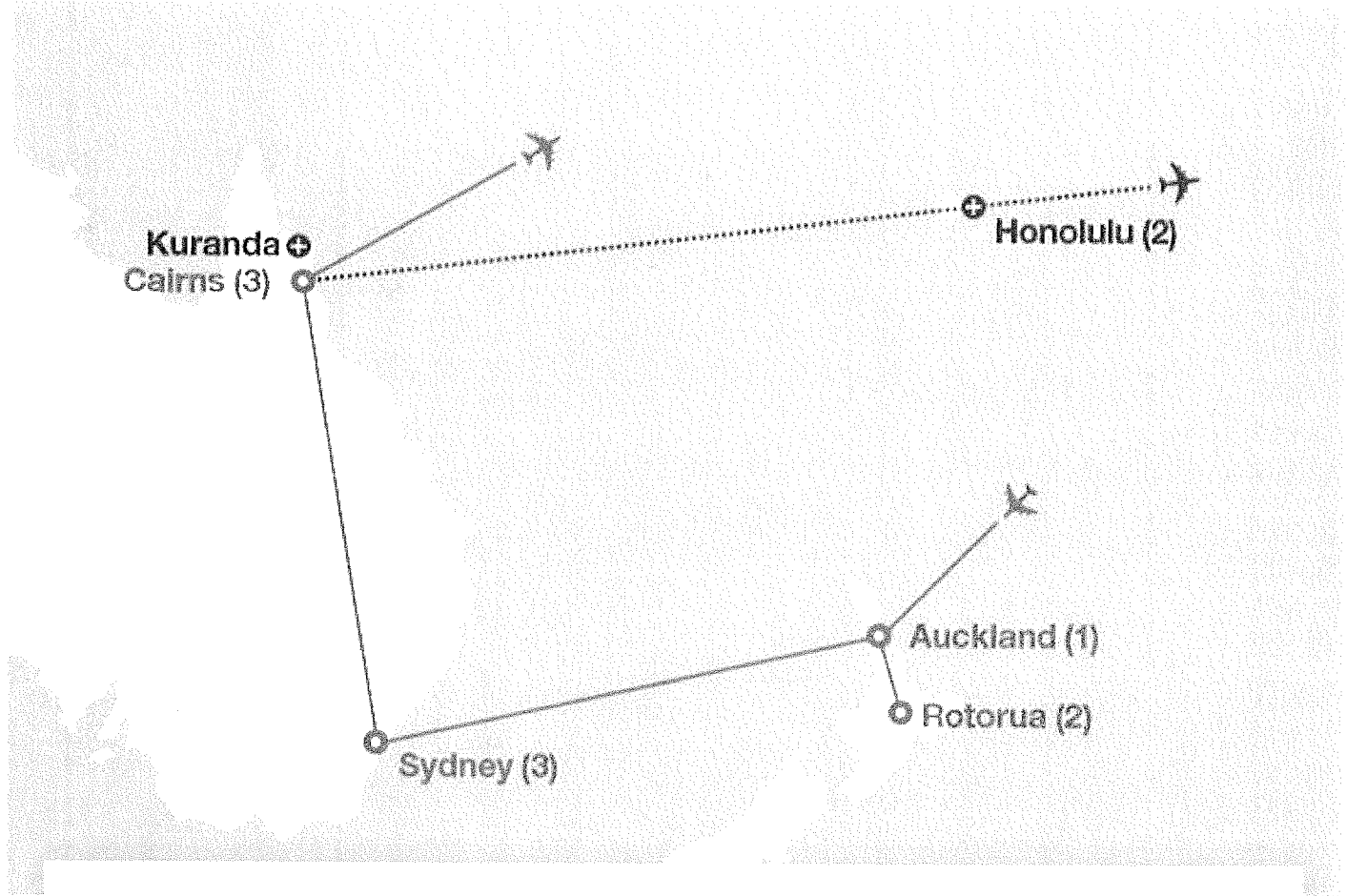
Departing from

Detroit (MI)

Flights & Hotels

We'll post details here as soon as they're available.





DAY 1 Fly to New Zealand



Meet your Tour Director at the airport

Travel to Rotorua

Watch a sheep and dog show at the Agrodome

Take a Rotorua duck tour

Take a tour of a Rotorua geothermal park

Visit a Maori Village for a traditional Hangi feast

Ride the Skyline Gondola

Travel to Auckland

Learn about jade carving in a local craftsman's shop

Take a tour of Auckland

Fly to Sydney

Take a tour of Sydney

Visit the National Opal Collection

Take a cruise of Sydney Harbour

Visit the Hyde Park Barracks Museum

Visit the Sydney Tower

Take a walking tour of the Rocks neighborhood



Taronga Zoo and Opera House

Explore two sides of Sydney. Take a ferry to Taronga Zoo, where you'll join a local guide in discovering Australia's famous animals and natural habitats. Return to Circular Quay and take a tour of the world-famous Opera House where you'll go behind the scenes and see what it takes to get a live production on stage. Lunch is included.

Fly to Cairns

Board a cruise to the Great Barrier Reef for an included full day of snorkeling



Snorkeling with a marine biologist

Enhance your time in the world's largest reef system by opting for a snorkeling adventure with a marine biologist. Learn about the sights and sounds of the Great Barrier Reef from an expert who can teach you more about the animal and plant life you spot in this interactive, aquatic classroom.

Explore on your own or add this in-depth excursion:



Kuranda



Explore Cairns on your own

Fly to Honolulu

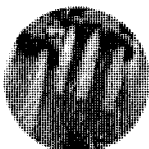
See the Dole Plantation

Visit the Waimea Valley

Dinner in Honolulu

Spend the day relaxing on the beach or exploring more of Honolulu

Explore on your own or add this in-depth excursion:



Luau evening



Visit the USS Arizona Memorial

Tour Honolulu with an expert local guide

Dinner in Honolulu before departing for home

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Approval of Bills

- Bills Paid: \$888,541.97 from General Fund for December/January.
- Bills Paid: \$263,245.30 from Building & Site Fund.

Suggested Resolution

I move that the Saranac Board of Education approve the bills paid from General Fund for December/January in the amount of \$888,541.97, and from the Building & Site Fund for \$263,245.30 as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/04/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/04/2019	62372 Accounts Payable	Hi-Tech Building Services		8,597.89
	Invoice	Date	Description		Amount
	021933	12/04/2019	November Custodial Cost		8,597.89
Check	12/04/2019	62373 Accounts Payable	METS		117.97
	Invoice	Date	Description		Amount
	15269	12/04/2019	Salaries & Fees		117.97
GF CHECKING General Fund Checking Totals:			Transactions: 2		\$8,715.86
Checks:	2		\$8,715.86		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/06/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/06/2019	62374 Accounts Payable	BLUE CROSS BLUE SHIELD		9,911.01
	Invoice	Date	Description		Amount
	JS12519	12/05/2019	Jan. Insurance Premium		9,911.01
Check	12/06/2019	62375 Accounts Payable	CLEAR RATE COMMUNICATIONS		330.20
	Invoice	Date	Description		Amount
	5785730	12/02/2019	Fax Lines		330.20
Check	12/06/2019	62376 Accounts Payable	ENGINEERED PROTECTION SYSTEMS		170.00
	Invoice	Date	Description		Amount
	S2695968	12/05/2019	Worked Performed on Simplex Panel -JSH		170.00
Check	12/06/2019	62377 Accounts Payable	GreatAmerica Financial Services		1,112.26
	Invoice	Date	Description		Amount
	26011604	12/05/2019	Color Printers-ES & JSH		1,112.26
Check	12/06/2019	62378 Accounts Payable	LEADER, JOSHUA		240.00
	Invoice	Date	Description		Amount
	JS12519	12/05/2019	Cell Phone Reimb./Oct.-Dec.		240.00
Check	12/06/2019	62379 Accounts Payable	SERNE, SARA		373.01
	Invoice	Date	Description		Amount
	JS12219	12/02/2019	Mileage & Cell Phone Reimbursement		373.01
Check	12/06/2019	62380 Accounts Payable	SMITH, JASON		240.00
	Invoice	Date	Description		Amount
	JS120519	12/05/2019	Cell Phone Reimb./Oct.-Dec.		240.00
GF CHECKING General Fund Checking Totals:			Transactions: 7		\$12,376.48
Checks:		7	\$12,376.48		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/11/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/11/2019	62381 Accounts Payable	CATRELL, MIKE		240.00
	Invoice		Date	Description	Amount
		JS121019	12/02/2019	Cell Phone Reimb. Oct.-Dec.	240.00
Check	12/11/2019	62382 Accounts Payable	CHROUCH COMMUNICATIONS		2,850.00
	Invoice		Date	Description	Amount
		80001313	12/02/2019	Annual Repeater Renewal	2,850.00
Check	12/11/2019	62383 Accounts Payable	CONSUMERS ENERGY		21,088.57
	Invoice		Date	Description	Amount
		JS12219	12/02/2019	November Natural Gas & Electric Cost	21,088.57
Check	12/11/2019	62384 Accounts Payable	CRYSTAL FLASH ENERGY		2,769.14
	Invoice		Date	Description	Amount
		177167044	12/02/2019	Unleaded Fuel	1,354.16
		177166972	12/02/2019	Diesel Fuel	1,414.98
Check	12/11/2019	62385 Accounts Payable	DAHMS, TRACY		190.34
	Invoice		Date	Description	Amount
		JS112619	12/02/2019	JSH Teaching Supplies & Food Drive	92.69
		JS12619	12/02/2019	Pizza-Food Drive	97.65
Check	12/11/2019	62386 Accounts Payable	Data Image LLC		746.00
	Invoice		Date	Description	Amount
		49344	12/02/2019	SEF Tami W	746.00
Check	12/11/2019	62387 Accounts Payable	Encore Technology Group, LLC		3,693.61
	Invoice		Date	Description	Amount
		145611	12/02/2019	November Phone Bill	3,693.61
Check	12/11/2019	62388 Accounts Payable	ENGINEERED PROTECTION SYSTEMS		430.35
	Invoice		Date	Description	Amount
		A1172019	12/02/2019	Quarterly Monitoring-JSH	216.30
		A1172020	12/02/2019	Quarterly Monitoring-Admin.	214.05
Check	12/11/2019	62389 Accounts Payable	Epic Sports		145.10

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/11/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Invoice					Amount
Check	12/11/2019	62390 Accounts Payable	Four Health Family Resource Center Inc.		1,528.75
Invoice					Amount
Check	12/11/2019	62391 Accounts Payable	Gage , Dean		60.00
Invoice					Amount
Check	12/11/2019	62392 Accounts Payable	Gallagher Uniform		50.49
Invoice					Amount
Check	12/11/2019	62393 Accounts Payable	Grand River Physical Therapy , Specialists, P.C.		440.00
Invoice					Amount
Check	12/11/2019	62394 Accounts Payable	Granger		27.79
Invoice					Amount
Check	12/11/2019	62395 Accounts Payable	Hurst Mechanical		224.59
Invoice					Amount
Check	12/11/2019	62396 Accounts Payable	IONIA COUNTY INT. SCH. DIST.		77,349.30
Invoice					Amount
Check	12/11/2019	62397 Accounts Payable	JOSTENS		741.65
Invoice					Amount

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/11/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		N002774383	12/02/2019	Senior Athletic Awards	741.65
Check	12/11/2019	62398 Accounts Payable	KENT I.S.D. , ACCOUNTS RECEIVABLE		125.00
	Invoice		Date	Description	Amount
		628	12/02/2019	Workshop-Dawn Bolt	125.00
Check	12/11/2019	62399 Accounts Payable	LANSING SANITARY SUPPLY, INC.		94.24
	Invoice		Date	Description	Amount
		1060296	12/02/2019	Custodial Supplies	94.24
Check	12/11/2019	62400 Accounts Payable	LEADER, JOSHUA		17.57
	Invoice		Date	Description	Amount
		JS112619	12/02/2019	Culinary Supplies	17.57
Check	12/11/2019	62401 Accounts Payable	Les's Sanitary Service		630.00
	Invoice		Date	Description	Amount
		17024/1219	12/02/2019	December Trash Removal Cost	630.00
Check	12/11/2019	62402 Accounts Payable	MENARDS-IONIA		38.91
	Invoice		Date	Description	Amount
		05134	12/02/2019	Transportation & Maintenance Supplies	38.91
Check	12/11/2019	62403 Accounts Payable	METS		7,004.41
	Invoice		Date	Description	Amount
		15310	12/02/2019	Salaries & Fees	7,004.41
Check	12/11/2019	62404 Accounts Payable	MHSAA		520.00
	Invoice		Date	Description	Amount
		JS121019	12/02/2019	Athletic Conference	520.00
Check	12/11/2019	62405 Accounts Payable	MISS DIG SYSTEM, INC.		906.25
	Invoice		Date	Description	Amount
		20200381	12/02/2019	Membership Renewal	906.25
Check	12/11/2019	62406 Accounts Payable	Music Is Elementary		72.35
	Invoice		Date	Description	Amount
		INV-06804	12/02/2019	D Peterson Order	72.35

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/11/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	12/11/2019	62407 Accounts Payable	NAPA AUTO & TRUCK PARTS		132.61
	Invoice	Date	Description		Amount
	855965	12/02/2019	Battery Core Deposit Returns		(130.00)
	857068	12/02/2019	Parts & Supplies		133.38
	857158	12/02/2019	Parts		39.77
	857174	12/02/2019	Parts		89.46
Check	12/11/2019	62408 Accounts Payable	Naylor , Robert		12.75
	Invoice	Date	Description		Amount
	JS12519	12/02/2019	JH Teaching Supplies		12.75
Check	12/11/2019	62409 Accounts Payable	PCMI		7,222.39
	Invoice	Date	Description		Amount
	66926	12/02/2019	Salaries & Fees		4,728.99
	66781	12/02/2019	Sub Salaries & Fees		2,493.40
Check	12/11/2019	62410 Accounts Payable	PEARSON EDUCATION INC		994.78
	Invoice	Date	Description		Amount
	7027013698	12/02/2019	Tompkins-8th Grade Math Books		994.78
Check	12/11/2019	62411 Accounts Payable	PLAQUES & SUCH, LLC		1,365.68
	Invoice	Date	Description		Amount
	Q134322	12/02/2019	Chenille Letters & Metal Inserts		1,365.68
Check	12/11/2019	62412 Accounts Payable	RENAISSANCE LEARNING, INC.		89.00
	Invoice	Date	Description		Amount
	INV4529735	12/02/2019	Accelerated Reader & Star Reading Add On		89.00
Check	12/11/2019	62413 Accounts Payable	REYNOLDS & SONS, INC		587.60
	Invoice	Date	Description		Amount
	102526	12/02/2019	Basketballs & Scorebooks		159.60
	102539	12/02/2019	Womens Basketball Shorts		428.00
Check	12/11/2019	62414 Accounts Payable	SANDERS STACY		21.84
	Invoice	Date	Description		Amount
	JS12419	12/02/2019	ES Teaching Supplies		21.84

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/11/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	12/11/2019	62415 Accounts Payable	SEG WORKERS COMPENSATION FUND		4,654.00
	Invoice	Date	Description		Amount
	JS12219	12/02/2019	3rd Quarter Workers Comp Installment		4,654.00
Check	12/11/2019	62416 Accounts Payable	The Ceramic Shop		57.07
	Invoice	Date	Description		Amount
	194616	12/02/2019	Beth Kelly Order		57.07
Check	12/11/2019	62417 Accounts Payable	THRUN LAW FIRM, P.C.		95.00
	Invoice	Date	Description		Amount
	258117	12/02/2019	Legal Services		95.00
Check	12/11/2019	62418 Accounts Payable	ULINE		210.96
	Invoice	Date	Description		Amount
	114632242	12/02/2019	ES Order		210.96
Check	12/11/2019	62419 Accounts Payable	VSC, INC.		1,472.00
	Invoice	Date	Description		Amount
	126228	12/02/2019	Headphone Order		1,472.00
Check	12/11/2019	62420 Accounts Payable	Wrecker's Sports		180.00
	Invoice	Date	Description		Amount
	7987	12/02/2019	Youth Basketball Jerseys		180.00
GF CHECKING General Fund Checking Totals:			Transactions: 40		\$139,080.09
Checks:	40		\$139,080.09		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/11/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/11/2019	62421 Accounts Payable	BERGY, TERI		53.96
	Invoice	Date	Description		Amount
	JS121119	12/11/2019	Board Supplies		53.96
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$53.96</u>
Checks:	1		\$53.96		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/13/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/13/2019	62422 Accounts Payable	Advanced Pension Solution Inc.		200.00
	Invoice	Date	Description		Amount
		2020-00000217	12/13/2019	ROTH IRA - ROTH IRA	200.00
Check	12/13/2019	62423 Accounts Payable	American Fidelity Assurance		373.22
	Invoice	Date	Description		Amount
		2020-00000218	12/13/2019	FLEX POST TAX - AmFid Post Tax*	373.22
Check	12/13/2019	62424 Accounts Payable	American Fidelity Assurance Company		661.78
	Invoice	Date	Description		Amount
		2020-00000231	12/13/2019	FLEX MED - AmFid Flex Medical Pre-Tax **	661.78
Check	12/13/2019	62425 Accounts Payable	HORACE MANN		2,538.25
	Invoice	Date	Description		Amount
		2020-00000219	12/13/2019	H MANN - Horace Mann Insurance	2,538.25
Check	12/13/2019	62426 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
		2020-00000220	12/13/2019	FOC - Child Support FOC	201.61
Check	12/13/2019	62427 Accounts Payable	Performant Recovery, Inc.		247.80
	Invoice	Date	Description		Amount
		2020-00000221	12/13/2019	GARN - Garnishment	247.80
GF CHECKING General Fund Checking Totals:			Transactions: 6		<u>\$4,222.66</u>
Checks:		6	\$4,222.66		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/16/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/16/2019	62428 Accounts Payable	International Center for Leadership in Education		1,190.00
	Invoice	Date	Description		Amount
	GVN7JMRVYRL	12/16/2019	Conference-Jason Smith		595.00
	HDN72GSH2SY	12/16/2019	Conference-Stephanie Smith		595.00
Check	12/16/2019	62429 Accounts Payable	Orlando World Center Marriott		759.38
	Invoice	Date	Description		Amount
	32MKC279	12/16/2019	Lodging-Stephanie & Jason Smith		759.38
GF CHECKING General Fund Checking Totals:			Transactions: 2		\$1,949.38
Checks:	2		\$1,949.38		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/16/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/16/2019	62430 Accounts Payable	Speedway		10.00
	<u>Invoice</u>	<u>Date</u>	<u>Description</u>		<u>Amount</u>
	JS121619	12/16/2019	Gas Card-Hunter Miles		10.00
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$10.00</u>
Checks:	1		\$10.00		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/19/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/19/2019	62431 Accounts Payable	A PARTS WAREHOUSE		75.80
	Invoice	Date	Description		Amount
	154619	12/16/2019	Gloves-BG		75.80
Check	12/19/2019	62432 Accounts Payable	A.B. Dick Document Solutions		230.73
	Invoice	Date	Description		Amount
	33AR433537	12/16/2019	BW & Color Printers-JSH		230.73
Check	12/19/2019	62433 Accounts Payable	AT&T		222.94
	Invoice	Date	Description		Amount
	JS121619	12/16/2019	911 Lines		222.94
Check	12/19/2019	62434 Accounts Payable	BERT'S GLASS		140.00
	Invoice	Date	Description		Amount
	1708	12/16/2019	Install Bus Glass		140.00
Check	12/19/2019	62435 Accounts Payable	CATRELL, TINA		9.00
	Invoice	Date	Description		Amount
	JS121319	12/16/2019	ES Teaching Supplies		9.00
Check	12/19/2019	62436 Accounts Payable	COOPER, CATHY		15.98
	Invoice	Date	Description		Amount
	JS121619	12/16/2019	ES Teaching Supplies		15.98
Check	12/19/2019	62437 Accounts Payable	CRYSTAL FLASH ENERGY		2,908.86
	Invoice	Date	Description		Amount
	205250	12/16/2019	Unleaded Fuel		1,226.04
	205280	12/16/2019	Diesel Fuel		1,682.82
Check	12/19/2019	62438 Accounts Payable	DISCOUNT SCHOOL SUPPLY		107.01
	Invoice	Date	Description		Amount
	P39083760101	12/16/2019	T Howe Order		107.01
Check	12/19/2019	62439 Accounts Payable	Gallagher Uniform		113.34
	Invoice	Date	Description		Amount

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/19/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		10655579	12/16/2019	Towels & Uniforms	62.85
		10656496	12/16/2019	Towels & Uniforms	50.49
Check	12/19/2019	62440 Accounts Payable	IONIA COUNTY INT. SCH. DIST.		115,363.00
		Invoice	Date	Description	Amount
		2020-6	12/16/2019	Commitment-Dolly Parton Imagination Library	913.00
		2020-2	12/16/2019	Semmi Annual Billing-Tech/Fiscal/GSRP	114,450.00
Check	12/19/2019	62441 Accounts Payable	KENOWA COMPANIES		464.00
		Invoice	Date	Description	Amount
		36928	12/16/2019	Lawn Sprinklers Drained/Labor & Materials	464.00
Check	12/19/2019	62442 Accounts Payable	Kimball Midwest		342.45
		Invoice	Date	Description	Amount
		7452231	12/16/2019	Bus Garage Supplies	181.75
		7542859	12/16/2019	Bus Garage Supplies	160.70
Check	12/19/2019	62443 Accounts Payable	LANSING SANITARY SUPPLY, INC.		944.65
		Invoice	Date	Description	Amount
		1061154	12/16/2019	Custodial Supplies	319.46
		1061136	12/16/2019	Custodial Supplies	48.72
		1062912	12/16/2019	Custodial Supplies	266.52
		1062295	12/16/2019	Custodial Supplies	274.40
		1056470-1	12/16/2019	Custodial Supplies	35.55
Check	12/19/2019	62444 Accounts Payable	NAPA AUTO & TRUCK PARTS		205.29
		Invoice	Date	Description	Amount
		857841	12/16/2019	Parts	36.55
		857956	12/16/2019	Parts	49.77
		858112	12/16/2019	Garage Supplies & Parts	111.09
		858193	12/16/2019	Part	7.88
Check	12/19/2019	62445 Accounts Payable	RICHTER, ROBERT		120.00
		Invoice	Date	Description	Amount
		JS121319	12/16/2019	Cell Phone Oct-Dec	120.00
Check	12/19/2019	62446 Accounts Payable	SCOTTY'S REAL PRO AUTO		493.00

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/19/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
Check	12/19/2019	62447 Accounts Payable	SYNCB/Amazon		925.94
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
Check	12/19/2019	62448 Accounts Payable	West Michigan International		1,275.88
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
Check	12/19/2019	62449 Accounts Payable	WINZER CORPORATION		405.92
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
GF CHECKING General Fund Checking Totals:					
			Transactions: 19		\$124,363.79
Checks: 19 \$124,363.79					

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/31/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/31/2019	62450 Accounts Payable	UNUM Life Insurance Company of America		211.62
	Invoice	Date	Description		Amount
	D71240008C/12020	12/30/2019	January Insurance Premium		211.62
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$211.62
Checks:	1		\$211.62		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/31/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/31/2019	62451 Accounts Payable	Priority Health		4,323.15
	Invoice	Date	Description		Amount
	193490000629	12/30/2019	January insurance Premium		4,323.15
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$4,323.15
Checks:	1		\$4,323.15		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/31/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/31/2019	62452 Accounts Payable	Priority Health		50,327.99
	Invoice	Date	Description		Amount
	193490000585	12/30/2019	January Insurance Premium		50,327.99
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>50,327.99</u>
Checks:	1		\$50,327.99		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/30/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/30/2019	62453 Accounts Payable	M.E.S.S.A.		9,456.27
	Invoice		Date	Description	Amount
		2001-0088953	12/30/2019	January Insurance Premium	9,456.27
GF CHECKING General Fund Checking Totals:			Transactions: 1		\$9,456.27
Checks:		1	\$9,456.27		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/30/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/30/2019	62454 Accounts Payable	METS		7,646.73
	Invoice	Date	Description		Amount
	15362	12/31/2019	Salaries & Fees		7,646.73
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$7,646.73</u>
Checks:	1		\$7,646.73		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/27/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/27/2019	62455 Accounts Payable	Advanced Pension Solution Inc.		200.00
	Invoice	Date	Description		Amount
	2020-00000236	12/27/2019	ROTH IRA - ROTH IRA		200.00
Check	12/27/2019	62456 Accounts Payable	American Fidelity Assurance		373.22
	Invoice	Date	Description		Amount
	2020-00000237	12/27/2019	FLEX POST TAX - AmFid Post Tax*		373.22
Check	12/27/2019	62457 Accounts Payable	American Fidelity Assurance Company		661.78
	Invoice	Date	Description		Amount
	2020-00000238	12/27/2019	FLEX MED - AmFid Flex Medical Pre-Tax **		661.78
Check	12/27/2019	62458 Accounts Payable	HORACE MANN		2,538.25
	Invoice	Date	Description		Amount
	2020-00000239	12/27/2019	H MANN - Horace Mann Insurance		2,538.25
Check	12/27/2019	62459 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
	2020-00000240	12/27/2019	FOC - Child Support FOC		201.61
Check	12/27/2019	62460 Accounts Payable	Performant Recovery, Inc.		248.69
	Invoice	Date	Description		Amount
	2020-00000241	12/27/2019	GARN - Garnishment		248.69
Check	12/27/2019	62461 Accounts Payable	TRANSAMERICA WORKSITE , MARKETING		47.30
	Invoice	Date	Description		Amount
	2020-00000242	12/27/2019	TRANS SELECT - Trans Select Life Ins *		47.30
GF CHECKING General Fund Checking Totals:			Transactions: 7		\$4,270.85
Checks:		7	\$4,270.85		

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/30/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/30/2019	62462 Accounts Payable	PCMI		10,040.11
	<u>Invoice</u>		<u>Date</u>	<u>Description</u>	<u>Amount</u>
	67230		12/30/2019	Salaries & Fees	6,180.98
	67086		12/30/2019	Sub Salaries & Fees	3,859.13
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$10,040.11</u>
Checks:		1	\$10,040.11		

Saranac Community Schools

Payment Register

From Payment Date: 12/1/2019 - To Payment Date: 12/31/2019

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
GF CHECKING - General Fund Checking									
<u>EFT</u>									
578	12/09/2019	Open			Accounts Payable	M.P.S.E.R.S.	\$52,933.17		
579	12/10/2019	Open			Accounts Payable	STATE OF MICHIGAN	\$16,051.80		
580	12/13/2019	Open			Accounts Payable	HealthEquity, Inc.	\$5,276.78		
581	12/13/2019	Open			Accounts Payable	INDEPENDENT BANK	\$151,246.07		
582	12/23/2019	Open			Accounts Payable	M.P.S.E.R.S.	\$42,603.79		
583	12/23/2019	Open			Accounts Payable	M.P.S.E.R.S.	\$57,300.39		
584	12/27/2019	Open			Accounts Payable	HealthEquity, Inc.	\$4,495.16		
585	12/27/2019	Open			Accounts Payable	INDEPENDENT BANK	\$143,440.95		
Type EFT Totals:							\$473,348.11		
GF CHECKING - General Fund Checking Totals									
8 Transactions									

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$473,348.11	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	8	\$473,348.11	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$473,348.11	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	8	\$473,348.11	\$0.00

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$473,348.11	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	8	\$473,348.11	\$0.00
All	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$473,348.11	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	8	\$473,348.11	\$0.00

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/06/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	01/06/2020	62463 Accounts Payable	A.B. Dick Document Solutions		1,313.43
	Invoice	Date	Description		Amount
	33AR437338	01/02/2020	Copier Cost		1,203.10
	33AR438075	01/02/2020	Printers		110.33
Check	01/06/2020	62464 Accounts Payable	CLEAR RATE COMMUNICATIONS		330.20
	Invoice	Date	Description		Amount
	5816759	01/02/2020	Fax Lines		330.20
Check	01/06/2020	62465 Accounts Payable	CONSUMERS ENERGY		22,802.61
	Invoice	Date	Description		Amount
	JS1220	01/02/2020	December Electric & Natural Gas Cost		22,802.61
Check	01/06/2020	62466 Accounts Payable	DAHMS, TRACY		32.61
	Invoice	Date	Description		Amount
	JS121819	01/02/2020	JSH Science & Culinary Supplies		32.61
Check	01/06/2020	62467 Accounts Payable	FLINN SCIENTIFIC INC.		236.36
	Invoice	Date	Description		Amount
	2436584	01/02/2020	S Young Order		236.36
Check	01/06/2020	62468 Accounts Payable	Four Health Family Resource Center Inc.		462.50
	Invoice	Date	Description		Amount
	12387	01/02/2020	Bridging The Gap Contracted Services		187.50
	12388	01/02/2020	Bridging The Gap Contracted Services		275.00
Check	01/06/2020	62469 Accounts Payable	Gallagher Uniform		59.01
	Invoice	Date	Description		Amount
	10657607	01/02/2020	Uniforms & Towels		59.01
Check	01/06/2020	62470 Accounts Payable	LANSING SANITARY SUPPLY, INC.		691.77
	Invoice	Date	Description		Amount
	1063814	01/02/2020	Custodial Supplies		691.77
Check	01/06/2020	62471 Accounts Payable	LEADER, JOSHUA		9.00
	Invoice	Date	Description		Amount

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/06/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	JS121819	01/02/2020	Culinary Supplies		9.00
Check	01/06/2020	62472 Accounts Payable	M.H.S.A.A.		60.00
	Invoice	Date	Description		Amount
	SALES0637	01/02/2020	CAP Training		60.00
Check	01/06/2020	62473 Accounts Payable	MENARDS-IONIA		90.13
	Invoice	Date	Description		Amount
	6953	01/02/2020	Athletic & Bus Garage Supplies		90.13
Check	01/06/2020	62474 Accounts Payable	NAPA AUTO & TRUCK PARTS		91.32
	Invoice	Date	Description		Amount
	858509	01/02/2020	Part		27.18
	858290	01/02/2020	Garage Supplies		64.14
Check	01/06/2020	62475 Accounts Payable	Noregon Systems Inc.		1,189.00
	Invoice	Date	Description		Amount
	S00025405	01/02/2020	Bus Garage Software		1,189.00
Check	01/06/2020	62476 Accounts Payable	OVERHEAD DOOR COMPANY , OF GRAND RAPIDS		2,520.24
	Invoice	Date	Description		Amount
	240903	01/02/2020	Bus Garage Door Repair		2,520.24
Check	01/06/2020	62477 Accounts Payable	SANDERS STACY		62.66
	Invoice	Date	Description		Amount
	JS121719	01/02/2020	ES Teaching Supplies		62.66
Check	01/06/2020	62478 Accounts Payable	SARANAC COMMUNITY SCHOOLS		5.00
	Invoice	Date	Description		Amount
	JS121819	01/02/2020	Milk-ES		5.00
Check	01/06/2020	62479 Accounts Payable	THRUN LAW FIRM, P.C.		3,906.86
	Invoice	Date	Description		Amount
	258600	01/02/2020	Legal Services		1,506.86
	259131	01/02/2020	Annual Retainer Fee		2,400.00
Check	01/06/2020	62480 Accounts Payable	VILLAGE OF SARANAC		4,282.22

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/06/2020

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<hr/>					
Invoice		Date	Description		Amount
JS1220		01/02/2020	Water/Sewage-Oct-Dec		4,282.22
<hr/>					
GF CHECKING General Fund Checking Totals:			Transactions: 18		\$38,144.92
<hr/>					
Checks:		18	\$38,144.92		

Saranac Community Schools
Payment Batch Register
 Bank Account: 2018 CP - 2018 Capital Project Checking Ac
 Batch Date: 12/16/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: 2018 CP - 2018 Capital Project Checking Ac					
Check	12/16/2019	2018078 Accounts Payable	Owen-Ames-Kimball Co.		243,947.62
	Invoice	Date	Description		Amount
	9	12/16/2019	New Construction-JSH/ES/Admin		243,947.62
Check	12/16/2019	2018079 Accounts Payable	SYNCB/Amazon		3,091.96
	Invoice	Date	Description		Amount
	445477893699	12/16/2019	TVs-JSH		1,095.98
	863495468953	12/16/2019	TV-JSH		1,995.98
Check	12/16/2019	2018080 Accounts Payable	TowerPinkster		5,490.22
	Invoice	Date	Description		Amount
	58503	12/16/2019	Construction Administration		5,490.22
2018 CP 2018 Capital Project Checking Ac Totals:			Transactions: 3		\$252,529.80
Checks:		3	\$252,529.80		

Saranac Community Schools
Payment Batch Register
 Bank Account: 2018 CP - 2018 Capital Project Checking Ac
 Batch Date: 12/18/2019

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: 2018 CP - 2018 Capital Project Checking Ac					
Check	12/18/2019	2018081 Accounts Payable	ROK Systems		10,715.50
	Invoice	Date	Description		Amount
	15285	12/18/2019	2nd Half New Entry Access-CO		1,767.50
	15286	12/18/2019	2nd Payment New Entry Access-JSH		4,880.50
	15287	12/18/2019	2nd Payment New Entry Access-ES		4,067.50
2018 CP 2018 Capital Project Checking Ac Totals:			Transactions: 1		\$10,715.50
Checks:	1		\$10,715.50		

TO: Board of Education

FROM: Jason Smith, Superintendent

SUBJECT: Bond Refinancing

POLICY: 6146 – Post-Issuance Compliance For Tax-Exempt and Tax-Advantaged Obligations

RJ Naughton from the firm of PFM will be here to discuss bond refinancing.