

Saranac Community School

Board of Education Agenda

Regular Meeting

March 2, 2017

7:00 PM

Library, Saranac Jr/Sr High School

1. Call to Order _____
2. Pledge of Allegiance
3. Approval of Minutes 2
4. Additions & Deletions to the Agenda
5. Comments from Guests - Agenda Items
6. Student Report
7. Administrator's Update
8. Instructional Highlight - ICT
9. Reports/Presentation
 - a. Transportation Update 5
 - b. Accept Gifts 8
 - c. Hire Varsity Softball Coach 9
 - d. Hire JV Baseball Coach 11
 - e. Letter of Understanding - Sick Leave Bank 15
 - f. Leave of Absence Request 17
 - g. Resolution of Non-Renewal of Administrators Contracts 18
 - h. Projected 1st Budget Amendment for 2016-2017 21
 - i. Superintendent Search Consulting 22
10. Comments from Guests - Non Agenda Items
11. Superintendent's Report
12. Board Requests/Reports
13. Communications
14. Approve Executive Session Minutes
15. Closed Session for Negotiations Purposes
16. Other
17. 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
Board of Education
Meeting #4

The regular meeting of the Saranac Community Schools Board of Education was held on Thursday, February 16, 2017 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order by Brent Denny, President at 7:01 p.m.

Present: Courtney, Denny, Doll, Jackson, Price, & VanKuiken.
Absent: Hawkins

Sarah Doll led in the Pledge of Allegiance.

APPROVAL OF MINUTES: Minutes from regular meeting dated February 2, and Special Workshop meeting dated February 9, 2017 were approved as presented.

TREASURER'S REPORT: The Treasurer's Report for January was accepted as presented.

ADDITIONS & DELETIONS TO THE AGENDA: None

COMMENTS FROM GUESTS – AGENDA ITEMS: None

BILLS PAID: Motion by VanKuiken, supported by Doll and unanimously approved that the Saranac Board of Education approve the bills in the amount of \$834,279.14 from General Fund for January/February

SUPERINTENDENT SEARCH CONSULTING: Board President, Brent Denny reported through talking with Michigan Association of School Boards Workshop it was a consensus of the board to have MASB help with the Assessment and Preparation, and facilitate creation of a development/first year plan for the internal candidate pending the cost. The board discussed contacting the ISD to have them help to create an on-line survey of the community and staff regarding selection of our internal candidate as well as create a set of questions for the internal candidate and help facilitate the interview. A sub-committee of Brent Denny, Kirk Jackson and David Price will help with the process.

COMMENTS FROM GUESTS – NON AGENDA ITEMS: The Board heard public comment.

SUPERINTENDENT'S REPORT: Mr. Geiger reported he presented on the Promise Program to the retired school personnel from Ionia County today. Mr. Geiger presented the latest student count information. Mr. Geiger is presenting a finance & budget update to the community next Thursday at 7 pm in the auditorium. There is an all-county ISD board meeting on Tuesday, February 28 beginning at 5:30 pm. The board needs to have a student hearing next Thursday as well.

BOARD REQUESTS/REPORTS: A board member requested follow up information regarding a STEM program that is in place in another school district. Mr. Geiger informed the Board that a

representative from the school will be presenting to the administrative team on Monday, February 20th. A board member commented on promoting our S.A.T. results.

A board member mentioned they have talked with our Technology Director regarding our website. They are working to find something more stable so it doesn't keep going down.

COMMUNICATIONS: None

APPROVE EXECUTIVE SESSION MINUTES: The board approved the Executive Session Minutes dated February 2, 2017 as written.

CLOSED SESSION FOR NEGOTIATIONS PURPOSES: Motion by Price, supported by Courtney that the Saranac Board of Education go into closed session at 7:57 p.m. returning to open session at 8:40 p.m. Yes Votes: Courtney, Denny, Doll, Jackson, Price & VanKuiken. Motion Carried.

OTHER: None

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 8:40 p.m.

Respectfully submitted,

David Price
Secretary

Saranac Community Schools
Board of Education
Special Meeting

A Special meeting of the Saranac Community Schools Board of Education was held on Thursday, February 23, 2017 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order by Brent Denny, President at 5:40 p.m.

Present: Courtney, Denny, Doll, &, Jackson.

Absent: Hawkins, Price & VanKuiken.

Maury Geiger led in the Pledge of Allegiance.

ADDITIONS & DELETIONS TO THE AGENDA: None

COMMENTS FROM GUESTS – AGENDA ITEMS: None

STUDENT HEARING: Motion by Doll supported by Denny that the Saranac Board of Education go into Closed Session for the purpose of a student hearing at 5:45 p.m. returning to open session at 6:10 p.m. Yes Votes: Courtney, Denny, Doll, &, Jackson. Motion Carried.

Motion by Denny, supported by Doll that the Saranac Board of Education expel the student for up to 180 school days, and that the student not be allowed on school property for any reason without the permission of the superintendent or his or her designee. Yes Votes: Courtney, Denny, Doll, &, Jackson. Motion Carried.

COMMENTS FROM GUESTS – NON AGENDA ITEMS: None.

OTHER: None.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 6:20 p.m.

Respectfully submitted,

Brent Denny
President

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Transportation Update

Greg Smith, Director of Operations, will be presenting his annual report to the Board on the transportation department.

Saranac Community Schools

Transportation

Miles as of 2/24/17

Number of students per day, per bus – 50-68

Total miles per day - 696

071 – 2008 International – 95,948 miles – field trip bus with cargo holds

209 – 2009 International – 167,040 miles - wheelchair lift bus – 86 miles per day

301 – 2003 Bluebird – 145,953 miles – route bus – 52 miles per day

221 – 2003 Bluebird – 151,916 miles – route bus – 42 miles per day

987 – 1998 Thomas – 109,812 miles – ~~spare bus~~ *off the road*

951 – 2005 Bluebird – 123,339 miles – route bus – 36 miles per day

241 – 2004 Bluebird – 80,783 miles – route bus – 28 miles per day

982 – 2002 Bluebird – 170,068 miles – route bus – 44 miles per day

-mid day route – 37 miles per day

931 – 2002 Bluebird – 219,948 miles – route bus – 36 miles per day

072 – 2008 International – 113,052 miles - route bus – 34 miles per day

962 – 2001 International – 200,850 miles – route bus – 46 miles per day

201 – 1999 Thomas – 88,341 miles – route bus – 26 miles per day

961 – 2001 International – 149,771 miles – vo-ed bus – 46 miles per day

960 – 1996 Thomas – 148,478 miles – mid day run – 27 miles per day

101 – 2010 International – 78,374 miles – route bus – 38 miles per day

102 – 2010 International – 80,403 miles – route bus – 30 miles

551 – 2003 Chevrolet – 182,292 miles – spec ed bus – parts bus

Saranac Community Schools

Transportation

School Vehicle Information

Mileage as of 2/24/16

2001 Ford F-250 Truck – snowplowing, maintenance, drivers training –
48,842 miles

2001 Ford E-350 Passenger Van – Field trips, athletics, conferences, drivers
training – 147,368 miles

2007 Chevrolet Uplander – Special education run, homeless student run, drivers
training, conferences – 129,541 miles

1995 Pontiac Grand Am – Special education run, homeless student run, drivers
training – 118,518 miles

2006 Chevrolet Uplander – Special education run, homeless student run, drivers
training, field trips, conferences, athletics – 106,510 miles

2005 Chevrolet Uplander – food service – 252,532 miles

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Accept Gifts

Here are the latest gifts received from various people and organizations.

From	Donation for:	Amount
Purple Game - Relay for Life	Donation	\$ 250.00
Purple Game - Relay for Life	Donation	\$ 100.00
Purple Game - Relay for Life	Donation	\$ 50.00
Purple Game - Relay for Life	Donation	\$ 100.00
Purple Game - Relay for Life	Donation	\$ 300.00
Purple Game - Relay for Life	Donation	\$ 20.00
Purple Game - Relay for Life	Donation	\$ 200.00
Purple Game - Relay for Life	Donation	\$ 200.00
Purple Game - Relay for Life	Donation	\$ 250.00
Band "Banner Sponsorship Program"	Donation	\$ 200.00
Power washing bleachers/buildings	Donation towards football area	\$ 3,000.00
Saranac Promise	Donation	\$ 30.00
Saranac Promise	Donation	\$ 100.00
Purple Game - Relay for Life	Donation	\$ 100.00
Purple Game - Relay for Life	Donation	\$ 100.00
Saranac Promise	Donation	\$ 300.00
Saranac Promise	Donation	\$ 1,000.00
SCS Trust Account-JSH & ES	Donation	\$ 500.00
Saranac 2017 Robotics Team	Donation	\$ 1,000.00
Purple Game - Relay for Life	Donation	\$ 100.00
Purple Game - Relay for Life	Donation	\$ 200.00
Saranac Promise	Donation	\$ 50.00
SCS Auditorium	Donation	\$ 84.91
Landscaping Work for Graduation	Donation from May, 2016	\$ 1,800.00
Relay for Life	Donation	\$ 75.00
Elementary School	Donation	\$ 500.00
		\$ -
Total This Month		\$ 10,609.91
Total Gifts for 2016-2017 Including This Month		\$ 178,860.43

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Hire Varsity Softball Coach

We posted for the Varsity Softball Coach position and received three applications for this, and all 3 were interviewed. An interview team consisting of Kim Stevens, Athletic Director, Averi Lamp, student; Amy McElvain, coach/parent; and Sue Frank, Coach interviewed Todd Chipman on November 10 and would like to recommend him for this position.

I met with Todd Chipman and support the committee's recommendation for the position.

Todd Chipman

4559 Darby Rd.
Saranac, MI 48881
Phone: (616) 295-3879
Email: chipmant@michigan.gov

OBJECTIVE: To coach the Saranac girls' varsity softball team.

QUALIFICATIONS: I have been coaching for the past twelve years and have worked closely with the varsity coaches running their programs. I have coached softball for several years at various levels, attended clinics and camps for softball. I have taken CAP 1 and Cap 2 classes through the MHSAA. I believe my experience and knowledge would make me a good candidate for the position.

EDUCATION

1983 High School Diploma, Saranac High School
1986 Electronics Engineering Technology Associates Degree, National Education Center

COACHING HISTORY

2016	Interim Varsity Softball coach Saranac High School
2014-2016	Assistant Softball coach Saranac Varsity/JV softball Saranac High School
2007-2009	Assistant Varsity Softball coach Saranac High School
2012-2014	Travel Softball coach West Michigan Bandits
2009-present	JV girls' basketball coach Saranac High School
2007-2009	JV boys' basketball coach Saranac High School
2005-2007	Varsity boys' basketball assistant coach Saranac High School
2004-2005	Freshman boys' basketball coach Saranac High School

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Hire JV Baseball Coach

We posted for the JV Baseball Coach position and received one application. Jason Smith & Brent Edwards interviewed Ethan Veenstra on Thursday, February 9 and would like to recommend him for this position.

I consulted with the Athletic Director, Kim Stephens, met with Ethan, and support the recommendation for the position.

9-7-16

Saranac Jr/Sr High School

150 Pleasant Street,

Saranac, MI, 48881

Attention: Mr. Kim Stevens and Mr. Jason Smith

I am responding to the Junior Varsity Baseball Head Coach opening. As an alumni and a former baseball player of Saranac I am very interested in this coaching position. I have a lot of experience with baseball as I played it from the ages 5 to 18. While playing 4 years of high school baseball, I also played 3 summers of travel baseball. Travel baseball gave me the chance to see a higher level of competition than what I saw in high school baseball which further developed my understanding of the game. I feel with my knowledge of baseball I would be able to further develop our junior varsity program so they will succeed at the varsity level. Not only do I want to prepare the junior varsity players for varsity, I also would like to show the players how to play the game fairly to keep the integrity of our program intact. I believe with my experience and knowledge that I could help strengthen Saranac's baseball program.

Sincerely,

Ethan Veenstra

Ethan Veenstra

3423 Pinckney Road, Lowell, MI 49331 | Cell: 616-204-7560 | veenst27@msu.edu

Professional Summary

I am a hard working leader that always sets high goals for my team and myself. I always put 110% and nothing less.

Skills

- Unbiased
- Active listening skills
- Self-motivated
- Personable
- Motivated team player
- Natural leader

Work History

- January 2015 – May 2015 *Utility Worker, Meijer*
- Cleaned and organized the store
 - Welcomed customers into the store and helped them locate items
 - Preserved a perfect attendance record
 - Kept the parking lot free of carts and trash
- June 2015 – August 2016 *Seasonal Worker, Kent County Road Commission*
- Dug trenches, back filled holes and compacted the earth to prepare for new construction
 - Prepared and cleaned construction by removing debris
 - Operated equipment such as a fork lift and an air hammer
- November 2015 – May 2016 *Baker, Michigan State University Bakery*
- Prepared cakes, bagels, and other assorted pastries to sell
 - Washed and disinfected work area
- May 2016 – September 2016 *Customer Service Specialist, Dicks Sporting Goods*
- Provided customers with exceptional customer service
 - Checked out customers
 - Counted tills when store closed

Education

2015	High School Diploma, <i>Saranac High School</i>
2015 - Present	N/A, <i>Michigan State University</i>

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Letter of Understanding – Sick Leave Bank

We have a teacher that is requesting a sick leave bank. This was discussed during negotiations, and the Letter of Understanding is attached.

I have met with the individual and support the sick leave bank as requested.

Letter of Understanding #5 (2016-17)

SARANAC EDUCATION ASSOCIATION, MEA, NEA

AND THE SARANAC COMMUNITY SCHOOLS BOARD OF EDUCATION

RE: Donation of Days & Extend Use of Sick Time

The Saranac Community Schools Board of Education and the SEA, MEA-NEA, mutually agree that any teacher may contribute up to ten (10) of his/her sick days (whole days only) to a temporary sick day pool for a designated staff member agreed upon by the SEA & the Saranac Community Schools Board of Education. Sick days donated during the 2016-2017 school year will be available to the designated staff person for days missed during the 2016-2017 school year after all of his/her sick and personal days are expended.

Donated days will be recorded in the order in which the donation is received. As the designated staff person needs to use days, one day per donor will be utilized in the order in which they were donated. If additional days are needed after going through the list of donors the first time, one additional day will be utilized from those remaining on the donor list. This process will continue until the needed number of sick days is met or no days remain in the sick day pool. Any unused days will be credited back to the donor.

The designated staff persons own sick days and sick days donated under this agreement may be used for personal/family illness as per the Saranac Community Schools Board of Education and the SEA Collective Bargaining Agreement.

This letter of understanding binds neither the SEA nor the Board to any position in future situations or contracts.

Carrie Smith, President

Brent Denny, Board President

Jason Douma, Vice President

Maury Geiger, Superintendent

Amy McGee, Secretary

Date

Sally Mutschler, Treasurer

Stacy Sanders, UBC

Date

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Leave of Absence Request

We have a staff person that has been on FMLA for the last 12 weeks, and is now requesting a leave for the remainder of the school year. This staff person is a classroom paraprofessional at the Elementary School.

I have spoken with the individual and support the leave for the remainder of the school year.

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Non-Renewal of Administrators Contracts

In light of the current uncertainty regarding how we will make reductions in the district to more closely align our projected expenditures with projected decrease in revenues, I am recommending that all administrators be given notice of possible termination of services. The administrators have been informed that this is going to happen. If any administrator's employment is terminated, it will be due to the fiscal conditions of the district and/or resulting in a need for administrative restructuring. The administrative team is of a very high caliber and this is not in any way performance based. The timeline for administrative restructuring/reductions is as follows. The Board must take action by the dates listed below.

March 30	Notice that non-renewal is being considered
April 30	Board action regarding non-renewal; no further obligation after the end of the contract
June 30	Last date of work under the current contract

The attached resolution was previously prepared by Thrun Law Firm in 2014, and has been updated to consider non-renewal of administrative contracts due to the fiscal conditions of the district.

Saranac Community Schools, Ionia County, Michigan

A regular meeting of the Board of Education of the district was held in the Saranac Jr/Sr High School Library, in the District, on the _____ day of March, 2017, at _____, p.m.

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, Connie Hamilton, Joshua Leader, and Jason Smith are employed as Administrators with the Saranac Community Schools pursuant to individual contracts of employment expiring on June 30, 2017; and

WHEREAS, the Superintendent of Schools, Maury Geiger, has presented the Board of Education with a recommendation that it consider non-renewal of the contracts of employment of Connie Hamilton, Joshua Leader, and Jason Smith as Administrators with the Saranac Community Schools; and

WHEREAS, the Board of Education after review and consideration of the recommendation of the Superintendent of Schools and for the reasons set forth therein has determined that there exist sufficient reasons to consider non-renewal of Connie Hamilton's, Joshua Leader's, and Jason Smith's individual contract of employment.

NOW, THEREFORE BE IT RESOLVED:

1. That the Board of Education of the Saranac Community Schools determines that there exist sufficient reasons to consider non-renewal of the contracts of employment of Connie Hamilton, Joshua Leader, and Jason Smith as Administrators for the Saranac Community Schools; and

2. That the Board of Education directs the Superintendent of Schools to promptly provide Connie Hamilton, Joshua Leader, and Jason Smith notice of this resolution and that the Board of Education is considering non-renewal of their contracts as Administrators with the Saranac Community Schools, together with a written statement of the reasons the Board of Education is considering the non-renewal of those contracts; and

3. That further, the Superintendent of Schools is directed to notify Connie Hamilton, Joshua Leader, and Jason Smith that each of them shall be given the opportunity to meet with not less than a majority of the Board of Education to discuss the reasons for consideration of non-renewal adopted herein. The Superintendent of Schools is hereby authorized to establish the date, time and place of the meeting to discuss the reasons stated in the written statement.

4. That the reason(s) for consideration of non-renewal of the administrative contracts of Connie Hamilton, Joshua Leader, and Jason Smith are fiscal conditions and the possible need for administrative restructuring.

5. This resolution is enacted pursuant to and in conformance with Section 1229 of the Revised School Code, MCL 380.1229.

6. 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

Motion declared adopted.

Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of the Saranac Community Schools, Ionia County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on _____, 2017, 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, PA 1976, as amended).

Secretary, Board of Education

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: 1st Amendment budget projections update

I will be presenting the most recent projections to our 1st budget amendment.

TO: Board of Education

FROM: Brent Denny, Board President

SUBJECT: Superintendent Search Consulting

At the last meeting the board discussed having MASB (Michigan Association of School Boards) with the help on these two items pending the cost:

- Meet with internal candidate for assessment and preparation.
- Facilitate creation of a development/first year plan for the internal candidate.

The board discussed contacting the ISD to help create an on-line survey of the community and staff regarding selection of our internal candidate as well as create a set of questions for the internal candidate and help facilitate an interview. A sub-committee of Brent Denny, Kirk Jackson and David Price will help with the process.

Mr. Denny will update the board on the progress.