

# Saranac Community School

## Board of Education Agenda

### Regular Meeting

May 4, 2017

7:00 PM

### Activities Room, Saranac Elementary School

#### 6:15 Walk-Thru at the Elementary School

House of Representatives, Julie Calley & Tom Albert (tentative) will be attending

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 - Elementary PTSO
9. Consent - Action Items 4
  - a. Approve 2017 Scholarships 5
  - b. Approve 1st Budget Amendment for 2016-2017 6
10. Presentation Items
  - a. ISD 2017-2018 Budget Presentation 12
  - b. ISD Headlee Override Special Education Millage 20
  - c. Schools of Choice Resolutions 21
  - d. Teacher's Partial Leave of Absence Request 25
  - e. 2017-2018 Budget Draft 27
11. Comments from Guests - Non Agenda Items
12. Superintendent's Report
13. Board Requests/Reports
14. Communications
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 #8

The regular meeting of the Saranac Community Schools Board of Education was held on Thursday, April 20, 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, Hawkins, Jackson, Price & VanKuiken.

David Price led in the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Minutes from regular meeting dated March 30, Homeschool Partnership Committee meeting, dated 3/28, Finance Committee meeting, dated 4/18, and Special Workshop meeting dated 4/19/17 were approved as presented.

**ADDITIONS & DELETIONS TO THE AGENDA:** Board President, Brent Denny would like to add for Action – Approve Interim Superintendent Recommendation to the agenda.

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

State Senator, Mike Nofs attended the meeting and spoke regarding school funding and the foundation allowance.

**APPROVAL OF BILLS:** Motion by Price, supported by Doll and unanimously approved that the Saranac Board of Education approve the bills paid from General Fund in the amount of \$1,020,771.70 for March & April as presented.

**APPROVE INTERIM SUPERINTENDENT RECOMMENDATION:** Board President, Brent Denny reported at the special workshop meeting held on Wednesday, April 19 the board interviewed Mr. Jason Smith, as the Interim Superintendent for fiscal year 2017-2018 as presented.

Motion by Hawkins, supported by VanKuiken and unanimously approved that the Saranac Board of Education go into contract negotiations with Mr. Jason Smith as the Interim Superintendent for fiscal year 2017-2018 as presented.

**GIFT PRESENTATION:** Community members, Richard & Joann Cahoon, along with Tim & Brian Stuart-DeKalb Dealers presented Tracy Dahms, teacher from the JSH a check in the amount of \$2,500, which was a grant received from Monsanto “Americas Farmers Grow Community.” The Cahoon’s were selected as “Farmers of the Year” through Monsanto, and were able to select a non-profit organization for the donation. They selected Saranac Community Schools, FFA Program for this worthy donation. Thank you to everyone involved in securing this grant.

**2017 SCHOLARSHIPS:** The Board has the responsibility of setting the amounts of the Draper, Morris, Sharritts and Simpson Scholarships, and choosing the recipients of the Morris and

Simpson Scholarships. Action on setting these amounts will be requested at the May 4<sup>th</sup> board meeting.

**SCHOOL FINANCE & BUDGET:** Superintendent Geiger presented on school finance & budgeting with projections based on the current governor's, house & senate school funding proposals.

**1<sup>st</sup> AMENDMENT BUDGET PROJECTIONS UPDATE:** Superintendent, Maury Geiger updated the board with the most recent 1<sup>st</sup> amendment budget projections noting that projected expenditures is \$8,859,276; projected revenues is \$8,686,937 with the projected expenditures over revenues at (\$232,339), leaving the fund balance at 2.26%. Action on the 1<sup>st</sup> budget amendment will be requested at the May 4th board meeting.

**NOTICE OF ADMINISTRATOR NON-RENEWAL:** Josh Leader, JSH Principal and Connie Hamilton, Curriculum Director spoke before the board regarding their administrator contract non-renewal. Both administrators were frustrated over the lack of communication and not having any meeting with the Administrative/Board Committee to discuss their contract.

The board agreed to set up a meeting set up to start negotiations with the administrators.

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

**SUPERINTENDENT'S REPORT:** Mr. Geiger reported that the Community Appreciation Dinner was held on Tuesday and thanked everyone that was there to help or perform. Mr. Geiger, Mr. Price and Mr. Jackson went to the Legislative Retreat to meet with State Representatives.

**BOARD REQUESTS/REPORTS:** Mr. Price updated the board on the Home-School initiative. There needs to be a decision soon on whether the district will be going forward with this.

**COMMUNICATIONS:** None

**CLOSED SESSION FOR NEGOTIATIONS PURPOSES:** The Board did not go into closed session, and Superintendent Geiger reported there have not been negotiations sessions since our last board meeting.

**OTHER:** None

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 9:49 p.m.

Respectfully submitted,

David Price  
Secretary

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Approval of Action Items – Consent Agenda

- Approve 2017 Scholarships
- Approve 1<sup>st</sup> Budget Amendment for 2016-2017

Background:

Suggested Resolution

I move that the Saranac Board of Education approve the Consent Agenda Items as presented.

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

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

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

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: 2017 Scholarships

The Board has the responsibility of setting the amounts of the Draper, Morris, Sharritts and Simpson Scholarships, and choosing the recipients of the Morris and Simpson Scholarships.

- Morris – 4 - \$1,000
- Simpson – 1 - \$1,000

# Saranac Community Schools

Maury Geiger, Superintendent  
225 Pleasant Street  
Saranac, Michigan 48881

www.saranac.k12.mi.us

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

TO: Saranac Community Schools Board of Education  
FROM: Maury  
DATE: April 20<sup>th</sup>, 2017  
RE: First Amendment Projections

2016-2017 Final Adopted Budget Fund Balance as % of Expenditures – 6/16/16      **6.2%**

2016-2017 Adopted Budget **Revenues**      **\$8,793,256**

## **April 20<sup>th</sup> First Amendment Proposed Revenues**

MASSP contract	\$15,000
Sale of busses	\$ 6,445
AB buyback of printers	\$ 3,000
Section 25e legislation (student per day count from 10/16-2/17)	(\$56,513)
22.54 student loss beyond 20 budgeted – 90/10 Blend (\$7,511)	<u>(\$152,368)</u>
➤ Audited student count is 965.71	
➤ Adopted budget student count was for 988.25 (6/2016)	
Property Tax Values updated to current year	
per State Aid Financial Status Reports per County Treasurer	(\$35,968)
Section 102d Financial Analytic tool	\$1,127
Section 20f Hold Harmless	\$1,021
2016 Renewable Energy Schools Grant	\$1,000
Insurance Reimbursement	\$2,441
Insurance Reimbursement for totaled small bus	\$6,600
Consumer Energy Rebates for boiler work	\$1,405
<b>Reclass Consumer Energy Rebates against expenditure</b>	<b>(\$1,405)</b>
<b>Old food service van scrapped</b>	<b>\$313</b>
<b>Section 102d Financial Analytic tool</b>	<b>\$47</b>
<b>Pay to Play</b>	<b>\$3,255</b>
<b>Payments from other Districts</b>	<b>(\$26,473)</b>
<b>State Aid including Section 25e (966.46 students)</b>	<b>\$58,391</b>
<b>State Aid Prior Year Adjustments</b>	<b>\$9,322</b>
<b>State Aid Prior Year Special Ed Adjustments</b>	<b>\$4,345</b>
<b>State Aid MPSERS 147a cost offset</b>	<b>(\$7,065)</b>
<b>State Aid 147c MPSERS unfunded liability (UAAL)</b>	<b>\$37,810</b>
<b>State Aid Obligation Data Collection update</b>	<b>(\$691)</b>
<b>Sale of Administrative House</b>	<b>\$17,733</b>
<b>Reduction in SEF reimbursable expenditures</b>	<b>(\$55,142)</b>
<b>State Aid At Risk</b>	<b>\$72,431</b>
<b>Educator Evaluation grant</b>	<b>\$4,238</b>
<b>Buyback of printers</b>	<b>(\$350)</b>

<b>Title I</b>	<b>(\$27,728)</b>
<b>Title II</b>	<b>(\$14,759)</b>
<b>Buyback of printers</b>	<b>(\$350)</b>
<b>Miscellaneous Revenue</b>	<b>(\$6,982)</b>
<b>Early Literacy Grant Revenue</b>	<b>\$11,547</b>
<b>Property Tax Revenue after County payoff update</b>	<b>(\$38,346)</b>
NET increase/decrease in revenues from adopted budget	(\$166,319)
	<b>(\$166,319)</b>
<b>2016-2017 Proposed 1<sup>st</sup> Amendment Revenues</b>	
Includes restricted & unrestricted funds	<b>\$8,626,937</b>
<b>2016-2017 Proposed 1<sup>st</sup> Amendment Unrestricted Revenue</b>	
➤ Does not include restricted funds - Federal (Title I, II) State (@-risk, First Robotics, 147a MPSEER's cost offset, 147c retirement, Spec. Ed., Data Collection)	<b>\$7,358,284</b>

2016-2017 Adopted Budget **Expenditures**

➤ Includes average cost of 1.0 teacher reduction @ \$86,000

**\$8,680,164**

**April 20<sup>th</sup> First Amendment projected Expenditures**

FTE reduction on Curriculum Director (Not July Ins.)	\$ (20,430)
Elementary Coordinator	\$ 5,358
JSH Coordinator	\$ 5,358
Part Time Athletic Director (Does not include ORS fees)	\$ 19,433
SEA Teacher layoff replaced with overload (projected unemployment costs removed)	\$ (47,040)
Special/Reg Ed Teacher net savings, assuming family insurance and M3 Step*	\$ (24,311)
Elementary Part-Time Teacher net savings, assuming family insurance and B3 Step*	\$ (63,331)

\*Actual will be different due to FTE calculations needed for not starting at the beginning of the school year.

Also, incurring substitute costs.

Ancillary insurance changes based on family level for all SEA\*\* \$ 10,920

\*\*Waiting on insurance bills to compare estimated taxes and fees given to actual as per invoicing. Also, amount above based on all as family subscriber level while actual will have 2 person and single as well.

Medical coverage SEA election change	\$ 9,467
OEM Compressor in Auditorium	\$ 9,020
Used buses purchase (3)	\$ 52,000
Erate change from 50% to 30% discount with Encore (Federal funds)	\$ 4,200
Centralized printing	\$ (2,000)
Food Service Fund Projected Modifications	\$ (24,743)
EPS alarm system upgrade	\$ 4,500
JSH Lab#2 A/C repair & JSH Library A/C compressor	\$ 2,920

Central Office house expenses

Underground electrical to JSH parking lot	\$ 1,532
Survey	\$ 750
Remove light pole & new wire	\$ 1,372
Powerwash	\$ 280
Independent Appraisal	\$ 300

TOTAL\$ 4,234 \$ 4,234

Technology network switches w/erate rebate - \$12,684 total	\$ 3,880
Roof repair (Elem., MS, JSH)	\$ 5,632

Middle School Expenses

Winterize	\$ 6,995
Survey	\$ 2,400
Independent Appraisal	\$ 1,300
	\$ 10,695
	\$ 10,695



UAAL cost for Critical Shortage list (retirement)	\$ 5,518
Workers Comp audit reimbursement	\$ (3,908)
Workers comp liability recognized from December 2016	\$(20,523)
SEA subscriber level insurance changes	\$ 2,527
Non-affiliated ancillary subscriber level insurance changes	\$ (528)
JSH lunch clean up	\$ 2,635
MIBLSI	\$ 253
ISD Conscious Discipline	\$ 500
ISD Speech	\$ (369)
ISD Social Worker	\$ 4,521
ISD Technology Agreement	\$(1,978)
Homeless Transportation	\$ 6,320
JSH bathroom ceiling repair (auditorium)	\$ 1,670
Boiler/Heating Repairs (JSH & Elem)	\$26,010
Electrical overhead projectors hook up (Elem)	\$ 4,964
Elementary Computer Lab upgrade	\$ 2,188
CMC Telecom	\$ 6,200
NWS server	\$ 762
JSH Office budget reduction	\$ (1,750)
Special Education supplies reduction	\$ (700)
NEOLA Board Policies, Admin. Regulations, Electronic	\$ 15,184
Dual enrollment Post-Secondary credit	\$ 33,103
DIBELS testing (Elem)	\$ (400)
Boiler/Heating Repairs (JSH & Elem)	\$19,700
Boiler/Heating Repair (JSH & Elem)	\$53,860
Dual enrollment Post-Secondary credit	(\$21,927)
<b>Telephone (Encore, AT&amp;T, Staff)</b>	<b>\$4,740</b>
<b>Contracted services (Honeywell)</b>	<b>\$15,977</b>
<b>Homeless Transportation</b>	<b>\$1,136</b>
<b>3<sup>rd</sup> Grade YMCA student fee</b>	<b>\$1,911</b>
<b>Insurance (Property &amp; Casualty renewal rate change)</b>	<b>\$1,096</b>
<b>Transfers to other schools, including CTE Added Costs</b>	<b>(\$4,118)</b>
<b>ICISD Consultants/Coaches \$7 per student</b>	<b>(\$294)</b>
<b>At Risk expenditures other than staff positions</b>	<b>(\$243)</b>
<b>Title I other than staff positions</b>	<b>(\$10,964)</b>
<b>Educator Evaluation Expenditures</b>	<b>\$2,377</b>
<b>Title II expenditures</b>	<b>(\$14,759)</b>
<b>Other Community Services Independent Contractor</b>	<b>(\$241)</b>
<b>MiBLSI</b>	<b>\$14</b>
<b>Operations underground electrical update</b>	<b>(\$92)</b>
<b>Software License</b>	<b>\$349</b>
<b>Board contracted including 3<sup>rd</sup> party fees for Flex plan</b>	<b>\$1,604</b>
<b>Dues</b>	<b>\$400</b>
<b>Principal tuition reimbursement</b>	<b>(\$1,500)</b>
<b>Audit services fees</b>	<b>\$1,095</b>
<b>Consumer Energy rebate on boilers applied to expenditure</b>	<b>(\$1,405)</b>
<b>Staffing changes cost including ORS, insurance and workers comp rate changes</b>	<b>(\$41,375)</b>
<b>State Aid 147c MPSERS unfunded liability (UAAL)</b>	<b>\$37,810</b>

NET increase/decrease in expenditures from adopted budget	<b>\$93,112</b>	
Plus average cost of 1.0 teacher reduction @ \$86,000		<b>\$179,112</b>
<b>2016-2017 Proposed 1<sup>st</sup> Amendment <u>Expenditures</u></b>		<b>\$8,859,276</b>
<b>Ending Proposed <u>Revenues</u></b>		<b>\$8,686,937</b>
<b>Projected Expenditures over Revenues</b>		<b>(\$232,339)</b>
FY 16 Audited Accrued Fund Balance – (Adopted 6/16 - \$427,301)		\$432,945
Audit to Actual Revenues	(\$51,322)	
Audit to Actual Expenditures	(\$56,966)	
Net gain from projected fund balance in June 2016	\$5,644	
<b>FY 17 1<sup>st</sup> Amendment Proposed Fund Balance</b>		<b>\$200,606</b>
<b>Total Fund Balance as % of Revenues \$8,626,937</b>		
➤ Includes restricted and unrestricted revenues		<b>2.33%</b>
<b>Total Fund Balance as % of Revenues - \$7,358,284 (<u>Unrestricted revenues only</u>)</b>		
➤ Due to recent discussion with Michigan School Business Officials (MSBO) and Legislature		
➤ Does not include restricted funds - Federal (Title I, II) State (@-risk, First Robotics, 147a MPSEER's cost offset, 147c retirement, Spec. Ed., Data Collection, financial analytical tool)		<b>2.73%</b>
<b>Total Fund Balance as % of Expenditures \$8,859,276</b>		<b>2.26%</b>

**NOTES:**

The adopted budget was based on a projected loss of 20 students, with a projected October 2016 count of 988.25 Full Time Equivalence (FTE), of which 48.84 is special education (FTE). The audited student count for October 2016 is 965.71. **As of April 18, 2017 the audited student count for October 2016 is 966.46 including adjustments for Section 25e.**

The 1<sup>st</sup> amendment does **NOT** include. It also does **NOT** include any potential changes due to settlement of contracts

- Special Education Transportation costs for summer as currently waiting for details
- Any potential changes due to settlement of contracts

# Saranac Community Schools

General Fund Budget	06/19/14	11/20/14	02/19/15	06/18/15	06/18/15	01/07/16	03/17/16	05/19/16	06/16/16	06/16/16	for 4/20/17	Change
	Original Adopted Budget 2014-2015	1st Amended Budget 2014-2015	2nd Amended Budget 2014-2015	3rd Amended Budget 2014-2015	Original Adopted Budget 2015-2016	1st Amended Budget 2015-2016	2nd Amended Budget 2015-2016	3rd Amended Budget 2015-2016	4th & Final Amended Budget 2015-2016	Original Adopted Budget 2016-2017	1st Amended Budget 2016-2017	1st Amendment 2016-2017
100 Local Revenue	873,821	943,002	969,829	934,828	856,918	818,152	904,167	912,667	887,667	857,823	812,790	(45,033)
300 State Revenue	7,354,647	7,671,323	7,653,321	7,610,059	7,134,237	7,598,422	7,555,606	7,531,700	7,557,727	7,536,926	7,484,600	(52,326)
400 Federal Revenue	217,144	216,080	221,671	193,222	220,354	181,582	175,849	207,432	209,008	207,246	164,759	(42,487)
500 Incumbent Trans & Other	259,814	259,814	259,814	211,261	211,261	211,261	258,861	258,861	238,861	191,261	164,788	(26,473)
Total Revenue- General Fund	9,705,426	9,090,219	9,104,635	8,949,370	8,442,770	8,809,417	8,894,483	8,910,660	8,893,263	8,793,256	8,826,937	(166,319)
1110 Basic Programs	4,754,984	4,821,648	4,793,510	4,770,914	5,151,566	5,119,205	5,027,810	5,057,647	5,054,513	4,659,101	4,603,921	(35,180)
1120 Added Needs	901,580	826,411	831,964	861,528	832,876	851,033	915,025	877,566	867,530	860,962	823,667	(37,295)
1210 Pupil Support Services	317,846	318,481	318,481	287,212	282,152	288,093	273,527	279,140	279,140	247,899	252,943	5,044
1220 General Administration	111,415	119,279	120,405	117,935	130,905	233,440	249,738	297,053	297,859	244,458	223,972	(20,486)
1230 School Administration	706,996	697,742	716,132	787,321	718,701	499,779	543,529	543,723	542,178	527,088	517,655	(9,433)
1240 Basic Support Service	246,973	218,525	220,180	184,128	207,313	199,128	217,074	217,074	183,174	171,999	170,597	(1,402)
1250 Operations & Maintenance	765,554	741,493	747,771	756,403	750,063	857,346	876,142	881,079	854,079	725,885	906,447	180,562
1270 Transportation	542,197	541,301	574,324	607,309	575,667	607,009	551,922	585,206	552,406	546,051	625,283	79,232
1280 Support Services	197,325	204,922	205,573	232,924	206,099	215,896	196,977	198,777	198,777	186,062	184,196	(1,866)
1290 Other Support Service	34,535	34,535	34,535	17,594	691	691	-	201,131	196,581	168,319	193,089	24,770
1130/139C Continuing Ed	31,500	31,500	31,500	26,767	23,900	23,900	15,900	-	-	15,900	12,544	(3,356)
1410 Transfers to Govt Units - Voc. Ed. Ag.	-	-	-	-	-	-	-	-	-	-	9,594	(24,743)
1450 Facilities Acquisition, Construction and Improver	-	-	87,000	88,449	-	-	-	-	-	-	-	-
1620 Fund Modifications: School Serv	-	-	-	-	-	-	-	-	-	-	-	-
1630 Fund Modifications: Debt Fund	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures- General Fund	9,063,822	9,114,044	9,153,899	9,183,806	9,347,551	9,358,722	9,395,075	9,491,316	9,380,925	8,680,164	8,859,276	179,112
Excess Rev/(Exp)	(357,996)	(23,825)	(49,264)	(234,436)	(924,781)	(549,305)	(500,592)	(580,656)	(487,662)	113,092	(232,339)	
Fund Balance Forward	1,044,109	1,239,811	1,239,811	1,239,811	1,005,375	914,963	914,963	914,963	914,963	427,301	432,945	
Audited Total Fund Balance	1,239,811	1,215,986	1,190,547	1,005,375	80,594	365,658	414,371	334,307	427,301	540,393	200,606	
Estimated Total Fund Balance	686,213	1,215,986	1,190,547	1,005,375	80,594	365,658	414,371	334,307	427,301	540,393	200,606	
Total Fund Balance as a % of Expenditures	7.6%	13.3%	13.0%	10.9%	0.9%	3.9%	4.4%	3.5%	4.8%	6.2%	2.3%	
Total Fund Balance as a % of Unrestricted Revenues	9.2%	13.3%	13.0%	12.9%	1.1%	3.9%	4.4%	3.5%	4.8%	7.1%	2.7%	

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Ionia ISD 2017-2018 Budget Information

The State requires that local Boards review proposed budgets for Intermediate School Districts. Ionia County ISD will present their proposed budget for 2017-18 school year at this meeting.

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March 27<sup>th</sup>, 2017

To: Ionia County Superintendents  
From: Jamie Carnes, Director of Fiscal Services  
Re: Ionia County ISD 2017-2018 Budget Projections – General Fund

**Process:**

Please find the enclosed Ionia County ISD General Fund budget for 2017-2018. Section 624 of the Revised School Code, as amended, requires the Intermediate School Board to submit its proposed budget no later May 1<sup>st</sup> of each year to the board of each constituent district for review.

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

A resolution for support and one for disapproval of the Ionia County ISD General Fund budget is enclosed to assist in that process. Please have your Board Secretary confirm the support or disapproval and return the signed resolution to Jackie Nurenberg ([jnurenberg@ioniaisd.org](mailto:jnurenberg@ioniaisd.org)) by June 1<sup>st</sup>, 2017.

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

**General Fund Overview:**

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

At \$3.77 million the general fund represents approximately 14% of the total ISD budget of \$26.93 million. The largest source of discretionary funding for the general fund is Section 81 state aid funding, which is similar to the foundation allowance for local districts. Section 81 funding totals approximately \$462,000 or 12.3% of general education revenue. The next largest source of discretionary funding is property tax revenue at \$215,000 or 5.7% of revenue. The largest overall source of funding is the Great Start Readiness Program at \$1.45 million or 38.6% of total revenue, which is restricted for GSRP programming.

***Partners in Building Full Potential***

Serving the districts of Belding, Ionia, Lakewood, Portland, Saranac, Coon, Haynor, and North LeValley

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It is the policy of Ionia County Intermediate School District that no person shall be subjected to discrimination in any educational program, service, or activity that it provides, nor in any employment for which it is responsible. As such, ICISD and its Board of Education does not discriminate on the basis of race, color, national origin, sex (including sexual orientation or transgender identity), disability, age, religion, military status, ancestry, or genetic information.

**Assumptions:**

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

Property Tax Collections	0% increase
Section 81 funding	0% increase
Wages	Steps or 1.5%
Medical Insurance (Hard Cap)	3.3% increase
MPERS Retirement	Ranges from 20.96% to 27.31%

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

Sincerely,

Jamie Carnes, Director of Fiscal Services  
Ionia County ISD

**ISD BUDGET RESOLUTION**

\_\_\_\_\_, Michigan (the "District")

A \_\_\_\_\_ meeting of the board of education of the District was held in the \_\_\_\_\_ in the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, at \_\_\_\_\_ o'clock in the \_\_\_\_\_.

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

Present:       Members

Absent:       Members

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

WHEREAS:

- 1.       Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
  
- 2.       Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

- 1.       The board of education has reviewed the proposed intermediate school district budget and has determined that it disapproves of certain portions of the proposed intermediate school district budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.

2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objections and proposed changes that this board has to the budget.

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

Ayes: Members

Nays: Members

Resolution declared adopted.

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Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2017, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

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Secretary, Board of Education

kd



**ISD BUDGET RESOLUTION**

\_\_\_\_\_, Michigan (the "District")

A \_\_\_\_\_ meeting of the board of education of the District was held in the \_\_\_\_\_ in the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, at \_\_\_\_\_ o'clock in the \_\_\_\_\_.

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

Present:     Members

Absent:     Members

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

WHEREAS:

1.     Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and

2.     Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1.     The board of education has received and reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.

2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2016.

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

Ayes: Members

Nays: Members

Resolution declared adopted.

---

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2017, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

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Secretary, Board of Education

kd

**Ionia County Intermediate School District  
General Fund Budget  
2017-2018**

	June 23rd, 2016-2017 Original Budget	December 8th, 2016-2017 GF Amended Budget #1	March 9th, 2016-2017 GF Amended Budget #2	June 20th, 2017-2018 Original Budget	Difference Between Original Budget and February Amended
<b>REVENUES:</b>					
Local	\$371,151.00	\$375,961.00	\$394,105.00	\$385,579.00	(\$8,526.00)
Non-Educational Entities	\$76,044.00	\$48,103.00	\$48,551.00	\$48,657.00	\$106.00
State	\$2,129,936.00	\$2,244,238.00	\$2,332,443.00	\$2,309,082.00	(\$23,361.00)
Federal	\$64,842.00	\$73,335.00	\$76,463.00	\$71,688.00	(\$4,775.00)
Incoming Transfers and Others	\$1,057,698.00	\$1,068,065.00	\$1,082,837.00	\$954,332.00	(\$128,505.00)
<b>Grand Total - Revenues</b>	<b>\$3,699,671.00</b>	<b>\$3,809,702.00</b>	<b>\$3,934,399.00</b>	<b>\$3,769,338.00</b>	<b>(\$165,061.00)</b>
<b>EXPENDITURES:</b>					
Basic Instruction	\$783,562.00	\$832,442.00	\$823,918.00	\$860,231.00	\$36,313.00
Added Needs	\$59,035.00	\$64,913.00	\$64,577.00	\$64,516.00	(\$61.00)
Support Services:					
Pupil Support	\$154,958.00	\$124,872.00	\$122,988.00	\$81,318.00	(\$41,670.00)
Instructional Staff Services	\$560,256.00	\$555,526.00	\$633,713.00	\$709,060.00	\$75,347.00
General Administration	\$278,145.00	\$202,011.00	\$204,450.00	\$203,848.00	(\$602.00)
Business Services	\$619,718.00	\$713,463.00	\$715,648.00	\$742,154.00	\$26,506.00
Operation & Maintenance	\$103,949.00	\$229,072.00	\$232,017.00	\$158,854.00	(\$73,163.00)
Transportation	\$70,037.00	\$43,206.00	\$43,204.00	\$42,694.00	(\$510.00)
Support Services Central	\$529,794.00	\$459,575.00	\$460,658.00	\$413,609.00	(\$47,049.00)
Community Services	\$241,348.00	\$230,346.00	\$247,534.00	\$241,190.00	(\$6,344.00)
Payments To Other Schools	\$233,360.00	\$206,404.00	\$223,584.00	\$135,930.00	(\$87,654.00)
Prior Year Adjustments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fund Modifications/Transfers Out	\$57,050.00	\$116,730.00	\$116,730.00	\$114,730.00	(\$2,000.00)
<b>Grand Total - Expenditures</b>	<b>\$3,691,212.00</b>	<b>\$3,778,560.00</b>	<b>\$3,889,021.00</b>	<b>\$3,768,134.00</b>	<b>(\$120,887.00)</b>
<b>Grand Total</b>					
Total Expenditures	\$3,691,212.00	\$3,778,560.00	\$3,889,021.00	\$3,768,134.00	(\$120,887.00)
Total Revenues	\$3,699,671.00	\$3,809,702.00	\$3,934,399.00	\$3,769,338.00	(\$165,061.00)
Revenues/Expenditures	\$8,459.00	\$31,142.00	\$45,378.00	\$1,204.00	(\$44,174.00)
<b>Fund Balance July 1st, 2017</b>	<b>\$324,929.00</b>				
<b>Estimated Gain/Loss 2017-2018</b>	<b>\$1,204.00</b>				
<b>Fund Balance June 30th, 2018</b>	<b>\$326,133.00</b>				
<b>Fund Balance Percentage of Expenditures</b>		<b>8.66%</b>			

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: ISD Headlee Override Special Education Millage

Mr. Geiger will be presenting along with Jason Mellema, ISD Superintendent on an ISD Headlee Override Special Education Millage.

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Resolution for Schools of Choice

The State requires board action to “opt in” or “opt out” of the State’s plan. I recommend that the following resolutions be approved, which adopts the Open Enrollment Release Plan and acknowledges that Saranac Community Schools will opt out of the State’s plan. As required by law my recommendation is that we pass the suggested resolutions for the 2017-2018 school year at the May 18 meeting.

Opt Out of Section 105 – The Board of Education can exercise the option permitted by Section 105 of the State School Aid Act of 1979, as amended by Public Act 300 of 1996, will not accept *Section 105* applications of non-resident students from outside our district, for purposes of operating an intermediate school district-wide schools of choice program in accordance with *Section 105* for the 2017-2018 school year.

Ionia County ISD Open Enrollment Program – The Board of Education will participate in the Ionia County Intermediate School District Open Enrollment Program for 2017-2018 school year.

Opt in to Section 105c – The Board of Education exercises the option permitted by *Section 105c* of the State School Aid Act, Public Act 119 of 1999, as amended by Public Act 297 of 2000, will accept applications for enrollment from residents of contiguous intermediate school districts for the 2017-2018 school year.

These will be brought back at the May 18 meeting for action.

Ionia County Intermediate School District  
Open Enrollment Release Form

Student(s) who reside within the Ionia County Intermediate School District and wish to attend any other Ionia County public school district, other than their resident district, shall be released for purposes of Section 21 of the State Aid Act, to attend such other public school district; such release shall be subject to the following provisions:

**Operational Aspects of the Open Enrollment Procedures:**

- 1) The parent(s) of any child(ren) who desire(s) to attend school in a building outside of the school district of residence shall complete and submit a common Open Enrollment Application. The form shall be submitted to the office of the superintendent of the district where the parent(s) desire(s) the child(ren) to attend (the accepting district), and a copy of the form will be sent to the office of the superintendent of the resident district (releasing district) for his/her signature of acceptance.
- 2) The parent(s) of any child(ren) who attend school in a building outside of the school district of residence (releasing) will be responsible for all transportation of their child(ren) to and from school. There are two scenarios on how the parent(s) may make arrangements for transportation with the accepting district:
  - A) If the releasing district no longer offers a student's grade level, the accepting district may enter the releasing district's borders to pick up the student.
  - B) If the releasing district *does* offer the child's grade level, the parent may make arrangements with the accepting district to provide transportation at one of the accepting district's bus stops. The accepting district may not pick up these students inside the releasing district's borders.
- 2) Each district will establish criteria for acceptance of non-resident students.
  - A) A non-resident applicant residing within the same intermediate district shall not be granted or refused enrollment based upon religion, race, color, national origin, sex, height, weight, marital status, or athletic ability, or generally, in violation of any state or federal law prohibiting discrimination.
  - B) A district may refuse to enroll a non-resident applicant if the applicant is, or has been within the preceding two (2) years, expelled from another school.
  - C) A district may refuse to enroll a non-resident applicant if the applicant has been a disciplinary problem for the resident district.
  - D) If upon review a district refuses to accept a student, but has received any foundation allowance for the current year, they will return that revenue to the resident district.
- 3) Notification of acceptance or rejection of an Open Enrollment Application shall be provided to the parent(s) completing the application. Copies of the completed, signed application form will be provided to the parent(s) upon request. Otherwise, copies will be kept in the files of both school districts.
- 4) The Ionia County Intermediate K-12 Public Schools Open Enrollment Project for each school year shall become operational in each K-12 district upon the approval of each of the County's local K-12 Boards of Education.
- 5) There will be **no student tuition charges**.

**Ionia County Intermediate School District  
Open Enrollment Release Form**

**IMPORTANT:** Completion of this form does not automatically enroll a child in another district. The parent(s) is responsible for contacting the district in which the child/children wishes to attend; completing enrollment papers, supplying shot records and birth certificate(s) and any other required forms. Once an agreement is reached between two districts, this form is no longer required in the future. If you elect to enroll your student in a new nonresident Ionia County ISD local district, a new form is required.

Name of Parent: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

<u>Name of Child</u>	<u>Grade</u>	<u>Date of Birth</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Name of School District of Residence: \_\_\_\_\_

Name of School District You are Currently Attending: \_\_\_\_\_

Name of School District You Wish Your Child to Attend: \_\_\_\_\_

Has the student(s) been expelled from a school?  Yes  No

Are charges for expulsion pending against the student(s)?  Yes  No

Please State Why You Want Your Child Released: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

NOTE: The signature of the parent/guardian/student(if over 18 years of age) found below indicates understanding of, and adherence to, the stipulations, operational aspects of the Open Enrollment procedures found on the attached page and the Hold Harmless Clause found below.

\_\_\_\_\_  
Signature of Parent(s)/Guardian(s) or Student if Over 18 Years of Age:

**HOLD HARMLESS CLAUSE: (read carefully)**The parent(s), guardian(s) or student of over 18 years of age making application for participation in the Ionia County Intermediate School Districts Open Enrollment Project agree(s) to hold harmless each Ionia County Intermediate public school district, its employees, and Board of Education members for any decision in the selection process and/or potential participation or actual participation as an Open Enrollment child/student relative to academic achievement, co-curricular participation, student discipline related to behavior, and/or all other aspects of participation as a member of a student body.

Please release all information regarding the above named student(s) to the receiving school district. Information should include all documents in the following categories: CA60 and CA39 records, MEAP scores, EDP, portfolios, disciplinary files, psychological evaluations, social worker or teacher consultant reports, reports from other agencies i.e., Department of Social Services, mental health recommendations, grade reports, transcripts, records of special education placement, evaluation or referrals and any other pertinent information.

By Board Policy, you may not attend any Ionia County Public School until that school has received complete and up-to-date immunization records.

I hereby **RELEASE** the above named student(s) to the \_\_\_\_\_ school district.

Releasing Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

I hereby **Accept/Deny** the above name student(s) to our school district.

Accepting Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ School District  
 105C Schools of Choice Application – 2017-18 School Year  
 Applications are Due by: **September 8, 2017**

Student's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade Entering \_\_\_\_\_  
 (Please note: a separate application must be completed for each child)

School presently attending \_\_\_\_\_  
 Parent/Guardian (s) \_\_\_\_\_  
 Street Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone (home) \_\_\_\_\_ Phone (mother's) \_\_\_\_\_ Phone (father's) \_\_\_\_\_  
 School District where you currently reside: \_\_\_\_\_

Please Note: If your application for enrollment is accepted and the student is eligible for special education programs and services under the requirements of Section 105c(18) of the State School Aid Act of 1997, actual enrollment cannot occur until this district reaches a written agreement with the district in which you reside. This Agreement is for the purpose of providing a free appropriate public education to the student and must include an Agreement between both districts related to responsibility for the payment of the added costs of special education programs and services for the student. If an Agreement cannot be reached, enrollment is not allowed.

Has your child ever been expelled? \_\_\_\_\_ Yes \_\_\_\_\_ No  
 Has your child been suspended from a school within the last two years? \_\_\_\_\_ Yes \_\_\_\_\_ No

A signed statement from all prior schools verifying that there have been no prior suspensions or expulsions must accompany each application. It is your responsibility to provide this information by the application deadline or this application will not be considered. Falsification of information will be grounds for immediate dismissal.

Sibling Information: Please list siblings for which you have also submitted an application. This gives us a cross check to place siblings at the same building when possible.

<u>Sibling Name</u>	<u>Grade in 2017-18</u>	<u>Prior Suspensions</u>	<u>Prior Expulsions</u>
_____	_____	Yes ___ No ___	Yes ___ No ___
_____	_____	Yes ___ No ___	Yes ___ No ___

\_\_\_\_\_  
 Parent/Guardian Signature

\_\_\_\_\_  
 Date

I understand that if my child is accepted for enrollment it is my responsibility to transport my child to school and from school and to insure that my child arrives in time for the start of instruction and will be picked up or have other arrangements at the end of the school day.

Ionia County ISD and constituent local districts comply with all federal state laws and regulations prohibiting discrimination, and with all requirements and regulations of the United States Department of Education and the Michigan Department of Education. The following signature indicates acceptance of the student:

**For Office Use Only**

Student was accepted as a Schools of Choice student: \_\_\_ Yes \_\_\_ No  
 If yes, at which building will the student enroll? \_\_\_\_\_ Date Enrolled \_\_\_\_\_  
 Authorized Signature: \_\_\_\_\_



TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Teacher Partial Leave of Absence

Per the SEA collective Bargaining Agreement any tenured bargaining unit member (teacher) who was at one time a full-time employee and is currently less than full-time is considered to be on a partial leave of absence. An employee on a partial leave of absence is entitled to return to a comparable position for which he/she is certified and qualified, even if such a return necessitates displacement of a bargaining unit member. Those employees on a partial leave of absence must notify the Board of Education in writing by April 15<sup>th</sup> if they wish to return to full time employment for the following year or request a continued partial leave of absence.

We have been notified by one of the teachers that they wish to remain on a partial leave of absence for the 2017-2018 school year. The request can be handled in one of two ways.

1. Agree to the request as submitted. This will allow the teacher to continue to work half time but have the right to request to return to full time at the end of the year.
2. Deny the request. This will require the teacher to either return to full time employment next year or resign half of their position and become a half time teacher. This would only entitle them to half time employment in future years.

This will be brought be back at the May 18 meeting for action.

April 11, 2017

Dear Superintendent Maury Geiger and Board of Education Members,

I am requesting to continue my half-time leave of absence for next year. My family is very important to me and I would like the opportunity to be able to work part-time and raise my young children at home as well. I hope the Board will grant my half-time leave as you have done in previous years. The Board has always been supportive of teachers' decisions to be part-time and for that I am truly gracious.

Sincerely,

A handwritten signature in cursive script that reads "Tina Catrell". The signature is written in black ink and is positioned to the right of the word "Sincerely,".

Tina Catrell

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: 1<sup>st</sup> Draft of the 2017-2018 Budget

Mr. Geiger will be presenting a first draft of the 2017-2018 budget.