

Saranac Community School

Board of Education Agenda

Regular Meeting

August 6, 2015

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
5. Comments from Guests - Agenda Items
6. Reports/Presentations
 - a. Hire Head JV Football Coach & Assistant Varsity Football Coach 5
 - b. Hire Part-Time Transportation Director 8
 - c. Hire Part-Time Specail Education Teacher/Coordinator 9
 - d. SESA Letter of Understanding #1 10
 - e. Voluntary Severance Plan 12
7. Comments from Guests - Non Agenda Items
8. Superintendent's Report
9. Board Requests/Reports
10. Communications
11. Other
12. Adjournment_____

Saranac Community Schools
Board of Education
Meeting #1

The Saranac Community Schools Board of Education held a regular meeting on Thursday, July 9, 2015 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order by President, Brent Denny at 7:11 p.m.

Present: Doll, Denny, Hawkins, LaWarre, Price, and VanKuiken.
Absent: Coulson

Sarah Doll led in the Pledge of Allegiance.

APPROVAL OF MINUTES: Minutes from regular meeting dated June 18, 2015 were approved as written.

ADDITIONS & DELETIONS: Superintendent Geiger would like to add Treasurer's Report for June and Presentation/Action Items 6.j., Annual Loan/Repayment Activity Application to the agenda.

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

COMMENTS FROM GUESTS: None

2015 REFUNDING BONDS SERIES A RESOLUTION: Motion by LaWarre, supported by Hawkins and unanimously approved that the Saranac Board of Education waive board past practice and approve the bond resolution as presented.

2015 REFUNDING BONDS SERIES B RESOLUTION: Motion by LaWarre, supported by VanKuiken and unanimously approved that the Saranac Board of Education waive board past practice and approve the bond resolution as presented.

DEPOSITORY OF FUNDS: Motion by LaWarre, supported by Price and unanimously approved that the Saranac Board of Education waive board past practice and approve the list of bank(s) or trust companies as listed below for the FY: 2015-2016 as presented.

AUTHORIZED SIGNATURES: Motion by VanKuiken, supported by LaWarre and unanimously approved that the Saranac Board of Education waive board past practice and approve the below signatures on accounts for the FY: 2015-2016 as presented.

INVESTMENT OF FUNDS: Motion by Price, supported by Hawkins and unanimously approved that the Saranac Board of Education waive board past practice and approve the superintendent to invest of surplus funds of the district for the FY: 2015-2016 as presented.

BILLS PAID: Motion by LaWarre, supported by Doll and unanimously approved that the Saranac Board of Education waive board past practice and authorize the payment of June/July bills from General Fund totaling \$605,754.23.

2015-16 ELEMENTARY SCHOOL STUDENT HANDBOOK: Principal, Jason Smith reviewed the changes to the handbook and reported these changes will take place for the upcoming school year along with other personnel updates.

Motion by Doll, supported by VanKuiken and unanimously approved that the Saranac Board of Education waive board past practice and approve the changes to the Elementary Student Handbook for FY: 2015-2016 as presented.

VARSITY FOOTBALL COACH: Motion by LaWarre, supported by Doll and unanimously approved that the Saranac Board of Education waive board past practice and accept the recommendation of Andy Lytle for the Head Varsity Football Coach position as presented.

ADMINISTRATIVE PARTIAL LEAVE OF ABSENCE: Motion by VanKuiken, supported by LaWarre and unanimously approved that the Saranac Board of Education waive board past practice and approve a partial leave of absence for Connie Hamilton for the 2015-2016 school year.

ANNUAL LOAN/REPAYMENT ACTIVITY APPLICATION: Motion by LaWarre, supported by Hawkins and unanimously approved that the Saranac Board of Education waive board past practice and approve the 2015-16 Annual Loan/Repayment Activity Application showing the amount needed to borrow is \$45,883 as presented.

COMMENTS FROM GUESTS: The Board heard public comment.

SUPERINTENDENT REPORT: Superintendent Geiger reported on the current student numbers and class sizes. The board discussed projected class sizes & the overall financial outlook for the 2015-2016 school year. Based on the current class sizes projections, and the need to maintain fiscal responsibility, the board had consensus to decrease the first grade from 3 sections to 2 sections. The administration will continue to monitor all class sizes very closely for staffing adjustments.

Becky Edwards was hired as the new Elementary School secretary.

Mr. Geiger has been meeting with the leaders of local churches & organizations. The name of the group is “Better Together for Saranac – BT4S.” The group is affiliated with the Saranac Community Association and the mission is to promote & serve the community. The group has organized some summer music opportunities at the Saranac Depot, and is accepting food donations for the Saranac Food Pantry to support local families.

The school calendar was published with the Shoppers Guide recently and also on the school website.

Mr. Geiger is working with McCliney Financial Services for the energy performance qualified zone academy bond project.

The Board thanked the band program for all of their fundraising efforts for the new band uniforms and agreed to fund up to \$7,500 for the band uniforms.

Graduation for the class of 2016 will be on June 5.

BOARD REQUESTS/REPORTS: Board member David Price updated the board on the Promise Scholarship Committee and working with Keith Hopkins to start a fundraising campaign.

Board President, Brent Denny would like more input regarding the Redskin mascot name, and would like an update at every presentation meeting of the board. The board needs to come up with a plan and a process that includes students, parents, staff, and community members. The board will continue with being culturally sensitive to Native Americans and fiscally responsible with not allowing the mascot name on school uniforms and school sponsored team apparel.

COMMUNICATION: None

APPROVE EXECUTIVE SESSION MINUTES: Executive Session minutes dated June 18, 2015 were approved as written.

OTHER: Curriculum Director, Connie Hamilton updated the board on the Math curriculum and materials that have been ordered and are arriving in the buildings. All the professional development has been scheduled for the math teachers.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 8:51 p.m.

Respectfully submitted,

Steve LaWarre
Secretary

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Hire JV Head Football and Varsity Assistant Football Coaches

Athletic Director, Josh Leader and an interview team of Mandy Mutschler (Athletic Secretary); Sarah Doll (Parent & Board Member); Jeff Videan (Coach); and Drake Edwards (Student-Athlete), conducted interviews and has recommended that John Nummer be hired as the Varsity Assistant Football Coach, and Jeff Videan (current JV Assistant Coach) be hired as the JV Head Football Coach.

Suggested Resolution

I move that the Saranac Board of Education waive past board past practice and hire Jeff Videan as the JV Head Football Coach; and John Nummer be hired as the Varsity Assistant Football Coach upon a clear criminal history check as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

John Nummer

552 Cyrus St.

Ionia, MI 48846

616-902-9803

jnumm24@charter.net

Mr. Leader

I wish to apply for the Assistant Football coach at Saranac High School. My knowledge, skills and experience make me a good candidate for this role. I have coached football at Ionia for 4 years for the youth program grades 4-8. I was also a player at Ionia High School for 4 years from 1986-1990. During my time as a coach I have served in many different positions. I have been a Head Coach and Assistant Coach. I have worked as both the Offensive and Defensive Coordinators. I have also coached every position. I enjoy the challenge of coaching football and I am always looking for ways to improve.

I really enjoy working with kids and trying to be a positive role model for them. I try to keep the players focused on sportsmanship and teamwork while also being competitive. Each player has a different set of skill level and I enjoy working with them to help them improve. I believe in positive reinforcement. I believe that sports play an important role in a kids growing because it helps to teach them commitment and responsibility. Working together as a team to mold the minds and bodies of the athletes is an important goal for coaching. I feel that my passion for football would be a good asset to Saranac High School.

Thank you for your consideration Mr. Leader. Feel free to contact me if you have further questions or if you would like to set up an interview with me.

Sincerely,

John Nummer

JOHN NUMMER'S COACHING PHILOSOPHY

I believe that athletics play an important role in a young person's life. Sports are a tool to teach athlete's discipline, loyalty, teamwork and sportsmanship.

As a coach I want my athletes to set goals and work towards those goals. I want them to be the best person they can be on and off of the field.

OFFENSIVE PHILOSOPHY

I believe a good offense must be able to run the ball first. If you can run the ball you can control the game. You should also be able to pass the ball. By being able to pass the ball you can keep the defense off balance. It also makes for a more exciting game for the players and the fans.

DEFENSIVE PHILOSOPHY

I like a defense that's unpredictable. I like a defensive line and linebackers that can run slants and stunts. They must play with speed and must be able to control their gap responsibility. I also like to play multiple coverages in the secondary.

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Transportation Director/Director of Operations Position

I led an interview team of Greg Updyke (bus driver), Shawn Austin (transportation secretary/dispatcher), Jason Smith (Elementary Principal/Interim Transportation Director, and we interviewed all three applicants that applied for the part-time Transportation Director position. Upon conclusion of the interviews, it was the consensus of the group to recommend Greg Smith for the Transportation Director position. Greg has served our district for many years in the roles of bus driver, custodian, building and grounds maintenance, head custodian, and custodial director.

I have met with Greg and would prefer to utilize all of his areas of expertise and consolidate our Director of custodians, maintenance, and transportation positions to a Director of Operations.

I recommend hiring Greg Smith for the position of Director of Operations, and he will be responsible for custodial, maintenance and grounds personnel, along with all of the staff in our transportation department. I believe he has the skills, expertise and experience to lead our district in this very important aspect of providing a safe, caring learning environment for our students and staff.

Suggested Resolution

I move that the Saranac Board of Education hire Greg Smith as the Director of Operations for Saranac Community Schools.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Hire Special Education Teacher/Coordinator

I have asked Mr. Leader to put together an interview team for the Special Education Teacher/Coordinator position. The posting was up on Friday, July 31st and I will be working closely with Mr. Leader with hope of bringing a recommendation to the meeting.

Suggested Resolution

I move that the Saranac Board of Education waive past board practice and hire _____ as a Special Education Teacher/Coordinator upon a clear criminal history check as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: S.E.S.A. Letter of Understanding #1 – MESSA ABC Plan 1 HSA Insurance

Upon further review of the contract it was noted that we needed a letter of understanding to correct language as it relates to the collective bargaining agreement. I met with Kris Norris, SESA President and Nancy Valenta, MEA Uniserv Director to clarify the and develop the language for the letter of understanding.

For each full-time employee during the life of this contract, the Board will provide the following monthly maximum toward the MESSA ABC Plan 1 (HSA) premium or a monthly maximum of \$100.00 toward the MESSA PAK B premium.

Plan A – ABC Plan 2 was inadvertently listed later on #2 of the collective bargaining agreement (CBA). This should read “Plan A – ABC Plan 1” to concur with the previous statement, and in agreement with the insurance that was agreed upon in the collective bargaining agreement.

Suggested Resolution

I move that the Saranac Board of Education waive past board practice and approve the S.E.S.A. Letter of Understanding #1 – MESSA ABC Plan 1 HSA Insurance as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools

Maury Geiger, Superintendent
88 Pleasant Street
Saranac, Michigan 48881

www.saranac.k12.mi.us

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

Letter of Understanding #1 (2015-2016)

SARANAC EDUCATION SUPPORT ASSOCIATION, MEA, NEA

AND THE SARANAC COMMUNITY SCHOOLS BOARD OF EDUCATION

RE: MESSA ABC Plan 1 HSA Insurance

The Saranac Community Schools Board of Education and the SESA, MEA-NEA, mutually agree: (as per Article 10, Section B., Insurance, #2.)

“For each full-time employee during the life of this contract, the Board will provide a the following monthly maximum toward the MESSA ABC Plan 1 (HSA) premium or a monthly maximum of \$100.00 toward the MESSA PAK B premium.”

Plan A – ABC Plan 2 was inadvertently listed later on in #2 of the collective bargaining agreement (CBA). This should read “Plan A – ABC Plan ~~2~~ 1” to concur with the previous statement, and in agreement with the insurance that was agreed upon in the collective bargaining agreement.

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

Kris Norris, President

Brent Denny, Board President

Ann Newell, Vice President

Maury Geiger, Superintendent

Connie Kauffman, Secretary

Date

Date

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Voluntary Severance Plan

We have received one applicant for the Voluntary Severance Plan. Deb Woodard has served our district for a number of years and we have prepared a retirement resolution for her.

I recommend we approve the attached retirement resolution and Voluntary Severance Plan for Deb Woodard as presented.

Suggested Resolution

I move that the Saranac Board of Education approve the attached retirement resolution and Voluntary Severance Plan for Deb Woodard as presented.

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

**SARANAC COMMUNITY SCHOOLS
VOLUNTARY SEVERANCE PLAN
ATTACHMENT "A" - APPLICATION**

I, the undersigned employee, apply to participate in the Voluntary Severance Plan (VSP) and request to receive the VSP benefit. I do hereby:

1. Represent that I have examined and read the Voluntary Severance Plan document and that I understand and knowingly accept its conditions and terms.
2. Agree that if I am accepted for participation in the VSP, I will, at the time I am notified of my acceptance in the Plan, submit my written resignation with an effective date of the July 31, 2015.
3. Agree to execute the VSP Agreement and Waiver/Release of Claims (Attachment B) attached hereto and incorporated herein.

I acknowledge that I have carefully read and fully understand the terms and conditions of the VSP, including Attachments A and B. After careful consideration, and with full understanding of the VSP and its impact on me, I accept its conditions and request to participate in the VSP.

As a condition to my participation in the VSP and in consideration of and in exchange for the VSP benefit, I agree to submit my voluntary, irrevocable (subject only to the provision of ¶12 of Attachment B), and unconditional resignation from employment with the District, according to the terms and conditions of the VSP. This written resignation will be provided by me to the Board at the time of my application to participate in the VSP and shall contain an effective date of July 31, 2015).

I also agree to the terms of the VSP document and the Waiver/Release of Claims (Attachment B), which I understand I must sign and submit to the Board no later than the time of my acceptance into this VSP, as a condition to my participation in this VSP.

I acknowledge and state that I am making this election as an exercise of my own free will and understand that if I reject the offer to participate in this VSP, that such rejection would have absolutely no impact or consequence on my current or future employment or status with the District.

Employee: Deb Woodard Date: July 29, 2015
Signature

Employee: Deb Woodard
Please Print Name

Witness Signature: Teri Berg Date: July 29, 2015

Accepted by Saranac School District

By: Maury Geiger Date: 8/3, 2015
Maury Geiger
Its: Superintendent

Deb Woodard

885 Warden Rd.

Orleans, MI 48865

(616) 841-1138

July 29, 2015

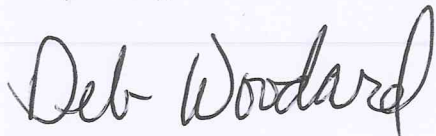
Dear Maury Geiger,

Thank you for your leadership at Saranac Community Schools. My years at Saranac will be great memories for me, and I have enjoyed the people I have worked with as some of them now are near and dear to my heart. My tenure at Saranac has been one of learning as well as serving.

Now the time has come for adventures in other areas, so I would like to submit my resignation as of July 31, 2015. It certainly is a family environment, and I will miss that a great deal. This whole retirement process has been an interesting ride, but it's nice to have it come to its completion.

Thank you again.

Respectfully,

A handwritten signature in black ink that reads "Deb Woodard". The signature is written in a cursive, flowing style with a large, prominent "D" and "W".

Deb Woodard

Saranac Community Schools

RESOLUTION

WHEREAS: Mrs. Deb Woodard has decided to retire. She began her teaching career in 1994 with Belding Schools before coming to Saranac Community Schools as a 7th grade teacher in 2001. Deb also has been the Student Council Advisor for the last six years. She always worked for the good of our students and our school, with professionalism of the highest rank. Her enthusiasm, vigor, and boundless energy were an example to all of us, and

WHEREAS: Mrs. Woodard spent her tenure at the junior high level where it is a unique environment in which teachers must work together to meet the needs of their students. The transition years into early adolescence are a time of great adjustment to new intellectual and social situations. It is also the beginning of the search for self-awareness, and

WHEREAS: Mrs. Woodard will embark on a new phase in her life, retirement. She will be greatly missed, but she leaves with us a bounty of fond memories, and

NOW THEREFORE BE IT RESOLVED: That the Saranac Board of Education go on record as officially recognizing the achievements of Deb Woodard. The retirement is far from being an end. We hope Deb finds it to be the beginning of many happy tomorrows. She has accomplished much for which she can be justly proud. May she always enjoy the happiness of a productive life, the respect of her fellow human beings, and the love of her family.

Brent Denny, President

Roy Hawkins, Vice President

Sarah Doll, Treasurer

Steve LaWarre, Secretary

Chris Coulson, Trustee

David Price, Trustee

Ted VanKuiken, Trustee

Maury Geiger, Superintendent

June, 2015